

**MERRIMACK VILLAGE DISTRICT
BOARD OF COMMISSIONERS
FEBRUARY 22, 2021
PUBLIC HEARING
MEETING MINUTES
(approved March 15, 2021)**

A Public Hearing was conducted by the Merrimack Village District Board of Commissioners on Monday, February 22, 2021 at 7:01 p.m. at 38 McElwain, Merrimack, NH.

Chairman, Donald Provencher presided:

Members of the Board present: Kenneth Ayers
 Paul McLaughlin

Members of the Board Absent: Wolfram von Schoen, Vice Chairman
 John Lyons, Personnel Liaison

Also in Attendance: Ron Miner, Superintendent
 Jill Lavoie, Business Manager/Water Quality Support
 Michele Holton, Finance Director

PUBLIC HEARING

Chairman Provencher explained the purpose of the Public Hearing was to allow public input regarding:

Fiscal Year 2021-2022 Proposed Operating Budget

Warrant Articles for the 2021 Annual Meeting scheduled for March 30, 2021

Notice of the Public Hearing was advertised in the February 10-12, 2021 editions of the Nashua Telegraph, posted on the Merrimack Village District website (www.MVDWATER.org), at the Merrimack Village District Office, The Merrimack Town Hall, and the Merrimack Town Post Office.

Merrimack Village District Proposed Operating Budget for Fiscal Year 2021-2022 and the Warrant Articles for the 2021 Annual Meeting

The Commissioners proceeded with a reading of the individual Warrant Articles:

ARTICLE 1: To choose two (2) Commissioners for a three-year (3) term of office.

The purpose of this article is to allow you to vote for your choice of a candidate for office. If you would like to vote for someone whose name is not on the ballot, simply write in the candidate's name of your choice in the space provided on the ballot. (Written ballot vote required).

ARTICLE 2: To see if the Merrimack Village District will vote to change the office of District Treasurer from an elected position to an appointed position in accordance with RSA 41:26-e. Such appointment will be made in accordance with RSA 669:17-d by the Board of Commissioners. The appointment shall be made in

writing and shall include the compensation to be paid. Should this article pass Article 3 will be null and void. (Majority vote required)

The purpose of this article is to allow the Merrimack Village District Board of Commissioners (BOC) to interview and appoint a qualified candidate for the position of Treasurer. The treasurer is responsible for the custody, deposit and disbursement of municipal funds excluding Trust funds. The treasurer submits books, vouchers, and statements to the BOC and to the auditors when requested.

ARTICLE 3: To choose one (1) Treasurer for a three-year (3) term of office.

*The purpose of this article is to allow you to vote for your choice of candidate for office **should Article 2 not pass**. If you would like to vote for someone whose name is not on the ballot, simply write in the candidate's name of your choice in the space provided on the ballot. (Written ballot vote required).*

ARTICLE 4: To see if the Merrimack Village District will vote to raise and appropriate the sum of four million four hundred seventy-two thousand two hundred sixty-three dollars (\$4,472,263) for general municipal operations for the 2021-2022 fiscal year with said sum to come from water related charges. This article does not include appropriations contained in special or individual articles addressed separately. (Majority vote required)

This is the operating budget warrant article. This article funds the operation of the District for the year beginning July 1, 2021 ending June 30, 2022 for all departments; Administration, Distribution, Treatment, Debt Services and Insurance/Benefits.

ARTICLE 5: Shall the Merrimack Village District vote to establish a contingency fund, pursuant to RSA 52:4-a, by raising and appropriating the amount of twenty thousand dollars (\$20,000) to meet the cost of unanticipated expenses that may arise during the fiscal year 2021-2022 with said funds to come from water fees? (Majority vote required).

RSA 52:4-a states:

“Every village district annually by an article in the warrant may establish a contingency fund to meet the cost of unanticipated expenses that may arise during the year. Such fund shall not exceed one percent of the amount appropriated exclusive of capital expenditures and amortization of debt by such village district during the preceding year. A detailed report of all expenditures from the contingency fund shall be made annually by the commissioners and published with the report.”

ARTICLE 6: Shall the Merrimack Village District vote to establish a Non-Capital Reserve Fund under provisions of RSA 35:1-c, for the purpose of emergency water and/or the operations and maintenance of GAC Treatment facilities, and raise and appropriate the sum of one hundred thousand dollars (\$100,000) to be placed in this fund. This sum to come from unassigned fund balance. Further, to appoint the Board of Commissioners as agents to expend from this Non-Capital Reserve Fund. (Majority vote required)

The purpose of this article is to use a portion of the unassigned fund balance to be set aside for future use in the District's Non-Capital Reserve Fund. Should the need for emergency water and/or unanticipated operations and maintenance of the GAC Treatment facilities arise in future years the Board of Commissioners would have these funds available for such purposes.

ARTICLE 7: Shall the Merrimack Village District vote to raise and appropriate the sum of two hundred forty-eight thousand one hundred sixty-two dollars (\$248,162) under provisions of RSA 35:1, I and II to add

to the District’s “System Development Capital Reserve” fund for the future system expansion and improvement of the existing system? This sum to come from the fiscal year 2019-2020 unassigned fund balance; these are the system development charges collected during the 2019-2020 budget year. (Majority vote required)

The MVD’s Board of Commissioners adopted a System Development Charge (SDC) on August 19, 2008. This charge is applied to “new” customers and those existing customers who increase their water service demand beyond 20% of their current or prior use. The charge can best be described as a “buy-in” fee to achieve an equal equity position with the existing customers. This one-time payment will cover their share of the value of the existing infrastructure. Fire service entrances are not subject to the SDC. The “System Development Charge Use of Funds” policy (08-02-B) was approved by the BOC on 10/27/08.

ARTICLE 8: Shall the Merrimack Village District vote to raise and appropriate the sum of one hundred thousand dollars (\$100,000) under provisions of RSA 35:1, I and II to add to the District’s “Equipment and Facilities Capital Reserve” fund for associated costs with existing storage, transmission and production of water? This sum to come from unassigned fund balance. (Majority vote required).

The purpose of this article is to us a portion of the revenue surplus to be set aside for future use in the District’s Equipment and Facilities capital reserve fund. Should an emergency arise in future years, for which there was no appropriation, or should there be need for an unforeseen special piece of machinery in a pump station, for example, the Board of Commissioners would have these funds available for such purposes. This fund was established by the March 26, 1996 Annual Meeting.

Chairman Provencher opened the floor for public comment.

No public comment was offered.

Chairman Provencher opened the floor for comments from the press.

No comment was offered.

The Public Hearing was declared closed at 7:15 pm.

**MOTION BY COMMISSIONER K. AYERS TO REOPEN THE BOARD OF COMMISSIONERS
PUBLIC MEETING
MOTION SECONDED BY COMMISSIONER P. MCLAUGHLIN**

**MOTION CARRIED
3-0-0**

The Commission reopened the Public session at 7:16 p.m.

Date: _____

Signed: _____

Submitted by Amanda McKenna, Recording Secretary