MERRIMACK VILLAGE DISTRICT BOARD OF COMMISSIONERS MARCH 30, 2021 ANNUAL MEETING MEETING MINUTES

The Merrimack Village District Annual Meeting was conducted by the Merrimack Village District Board of Commissioners on Tuesday, March 30, 2021 at 7:00 p.m. at James Mastricola Upper Elementary School, 26 Baboosic Lake Road / 7 School Street, Merrimack, NH.

Chairman, Donald Provencher presided:

Members of the Board present:

Wolfram von Schoen, Vice Chairman

Kenneth Ayers
Paul McLaughlin

Members of the Board Absent:

John Lyons

Also in Attendance:

Ron Miner, Superintendent

Jill Lavoie, Business Manager/Water Quality Support

Michele Holton, Finance/H.R. Director

Marc Nozell, Moderator

ANNUAL MEETING

Moderator Marc Nozell called the Annual Meeting to order. At this time, he explained the process to the public. Moderator Nozell then introduced Chairman Don Provencher. Chairman Provencher introduced the members of the MVD Board of Commissioners. The ballot boxes were declared open by Moderator Nozell at 7:10 p.m.

<u>Article 1:</u> To choose two (2) Commissioners for a three-year (3) term of office. (Written ballot vote required)

Commissioner K. Ayers read the following statement:

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.

Article 2: To see if the Merrimack Village District will vote to change the office of the District Treasurer from an elected position to an appointed position in accordance with RSA 41:26-e. Such appointment shall 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)

Recommended by the Board of Commissioners (3-0-0) Reviewed by the Department of Revenue Administration

Vice Chairman W. von Schoen read the following statement:

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.

The article was declared passed by Moderator Nozell on a hand vote, rendering Article 3 null and void.

Article 3: To choose one (1) Treasurer for a three-year (3) term of office. (Written ballot vote required)

Article 3 was rendered null and void with the passing of Article 2.

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)

Recommended by the Board of Commissioners (3-0-0) Reviewed by the Department of Revenue Administration

Chairman D. Provencher read the following statement:

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.

The article was declared passed by Moderator Nozell on a hand vote.

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 related charges? (Majority vote required)

Recommended by the Board of Commissioners (3-0-0) Reviewed by the Department of Revenue Administration

Commissioner P. McLaughlin read the following statement: *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."

The article was declared passed by Moderator Nozell on a hand vote.

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)

Recommended by the Board of Commissioners (3-0-0) Reviewed by the Department of Revenue Administration

P. McLaughlin read the following statement:

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.

Peter Albert, Roberta Drive, questioned if Article 6 was specifically in reference to the treatment of PFOAs currently in the water system and any future problems with the filtration of this. Chairman D. Provencher answered that it was and explained that this article also includes the purchase of water from Pennichuck Water Works for emergency purposes. While noting his agreement with the article, Albert expressed frustration with Saint Gobain, referring to the water contamination as the gift that keeps on giving while the residents of Merrimack continue to pay for it.

The article was declared passed by Moderator Nozell on a hand vote.

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)

Recommended by the Board of Commissioners (3-0-0) Reviewed by the Department of Revenue Administration

Chairman D. Provencher read the following statement:

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.

The article was declared passed by Moderator Nozell on a hand vote.

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.)

Recommended by the Board of Commissioners (3-0-0) Reviewed by the Department of Revenue Administration Vice Chairman W. von Schoen read the following statement:

The purpose of this article is to use 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.

The article was declared passed by Moderator Nozell on a hand vote.

ELECTION RESULTS

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

Wolfram von Schoen – 51 Donald Provencher – 53

ADJOURNMENT

MOTION BY SUPERINTENDENT R. MINER TO ADJOURN MOTION SECONDED BY COMMISSIONER D. PROVENCHER

The annual meeting was declared adjourned at 9:20 p.m. by Moderator Nozell.

Date: 4/7/21 Signed: Jill Lavoie, District Clerk

Submitted by Amanda McKenna, Recording Secretary