

**MERRIMACK VILLAGE DISTRICT  
BOARD OF COMMISSIONERS  
MARCH 16, 2026  
MEETING MINUTES  
(approved April 20, 2026)**

A regular meeting of the Board of Commissioners was conducted on Monday, March 16, 2026, at 5:01 p.m. at 2 Greens Pond Road, Merrimack, NH.

Donald Provencher, Chairman, presided:

Members of the Commission present:           Erin Clement, Vice Chairman  
  Scott Sabens, Personnel Liaison  
  Dan Allen  
  Wolfram von Schoen

Members of the Commission Absent:

Also in Attendance:                               Ron Miner, Superintendent  
  Jill Lavoie, Business Manager  
  Kristen Maher, HR/Finance Director

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**FINANCE/HUMAN RESOURCES REVIEW**

**A. Analysis of Revenue and Expenditures**

As of February 28, 2026, and eight (8) months into the fiscal year, shown is revenue in the amount of \$4,976,783 (76.11% of budgeted amount) and expenses of \$3,382,175 (51.72%). Net Ordinary Income is \$1,594,608. We are averaging about 10% below budget for expenses and 10% over budget for revenue.

Chair Provencher noted the headers are now included on all pages of the budget. He suggested the fourth column that says “Amount Over (Under) Budget” be amended to read “Amount Over (Under) Budget to Date”.

Chair Provencher questioned Line Item 67005 - Inspections, and was told those are inspections of fire extinguishers; all systems within the water treatment plant.

Commissioner von Schoen commented that an increased amount of labor should be seen as a result of lead inspections, and questioned where that would be identified. Director Maher stated the labor would be captured under Line Item 74400 - R&M Meters. If staff are going into a residence for something to do with the meter, they are also checking for lead and service. There could also be instances of response to a specific call regarding lead and service. In that instance, it would be listed under labor for distribution.

There are specific visits for lead, and reports can be generated if desired.

Commissioner von Schoen commented unless foregoing regular duties, he assumes there is additional work being done because of those inspections. If that occurs, the cost should be identified.

Director Maher reiterated the cost would be listed under labor. It would not be considered inspections. Work is being performed during the course of the normal day and is listed under the salary lines (Line Item 42020 - field staff distribution).

## **B. Capital Reserve Balance**

The Unassigned Fund Balance is \$23,414,061.68. Total percentage considered fund balance is 29.74%. That is just for operating; not including any projects or other investments.

Line Item 10410 - St. Gobain (WTP 4&5) has been reconciled. Shown is a balance of \$68.73, which represents February's interest. The account has been closed as of March.

With regard to trust activity, February's activity was not provided in time for the reporting.

At the very end of the financial reports provided was a quick summary of the R&M expenses for 4 & 5 for 2022-2025. What remained was \$461,857.37, which will be transferred over to the Operating Account. The account is closed.

## **REGULAR SESSION**

### **1. Superintendent's Report**

#### **Maintenance:**

- Treatment Facilities
  - One Greensand vessel has been regenerated and the other three need to be done. We had our Wells 7&8 Granular Activated Carbon (GAC) scheduled media change out on March 10<sup>th</sup>. It should be returned on the 24<sup>th</sup>.
    - o Prior to a GAC media exchange at Wells 7&8 we will do a back wash on the vessel to fluff up the media. This helps to keep the media from sticking together and to the sides of the vessel. When we tried to back wash, the pounds/square inch (PSI) shot up, obviously indicating something was wrong. It was discovered we have a frozen backwash line. We have been working to get it thawed, and plan to run a camera up the line in the hope of seeing where it is frozen.

This is the first year this has happened. It is pitched to drain. Both valves were closed. It comes out of the building and goes to the new retention pond. It also ties into the two other ponds (T intersection). It is pitched, but both valves were closed so it would not fill up with gunk. It is believed iron gunk could have gotten in there. There could be water in it. There is uncertainty. There is a need to backwash when the media comes back. A grave thawer was borrowed, and used earlier in the day to try to thaw the ground. A camera will be utilized to try to locate the problem. If unable to identify its location, they will dig it. They have a pressure washer that is used for water mains, but there are some 90-degree bends that the hose would not traverse.

Commissioner von Schoen questioned the reconditioning process for the greensand filters, and asked how that works. Superintendent Miner responded permanganate is put in, soaked over night and then flushed out. Commissioner von Schoen remarked the media itself stays in place. Superintendent Miner stated his recollection that it is ten years before the green sand media has to be replaced. We are coming up on that timeframe but are still getting good removals. We regenerate it every year. It is being treated in place, one vessel at a time.

Asked what happens with the discharge of what we are putting in to remove the manganese from the filter, Superintendent Miner stated it is flushed out and into the retention pond. Chair Provencher commented it is like a solid/more of a slime that is not dissolved in the water. The solids settle at the bottom of the infiltration basin and actually have to be scooped out after so many years. Superintendent Miner remarked it stays in the infiltration basin.

**Administrative:**

- Colby Powelson, Civil Engineer, IV, New Hampshire Department of Transportation (NHDOT), reached out to Superintendent Miner to ask if he felt it would be acceptable if they removed the new salt reduction sign down by Pennichuck Square until October because it's blocking one of the construction signs. He agreed noting it will be put back up in October.

Chair Provencher spoke of being pleased with all of the NHDOT salt reduction signage and the boards (with orange flags). Superintendent Miner stated his belief that the "New" sign and flags will remain until next year.

- Baboosic and Wire Road Bridge Project
  - The proposed Baboosic Lake Road bridge will be built in the footprint of the existing bridge. The temporary bridge will be built to the south of the existing bridge.
  - The contractor has started clearing and grubbing the site.
  - The temporary bridge is planned for the fall.
  - Staff met with the contractors and NHDOT and talked about some hydrant relocations on Baboosic (will happen soon), and a hydrant relocation and some watermain work on Wire Road next summer.

Chair Provencher remarked we have water mains crossing the turnpike at those two bridges and asked if they are suspended on the bridges or under the highway. Superintendent Miner stated anything that is on Baboosic or Wire Road itself, that portion of the work the State will cover. If it is up on the turnpike it is underground and is sleeved. If we have to put new sleeves, extend the sleeve or put in a new watermain, we are taking care of that (in the capital plan). Director Maher noted that is not for another 2-3 years.

Commissioner von Schoen commented on a previous discussion around the project and the fact that MVD is not driving the need. The turnpike is driving it, yet we are still obligated to pay for it.

2. Board of Commissioners to review the minutes from the two Non-Public meetings of January 26, 2026, the February 23, 2026, Public Hearing, and the March 4, 2026, regular BOC meeting and two Public Hearings.

Board of Commissioners . . . . . March 4, 2026

*The following amendments were offered:*

Page 6, Lines 15 & 16; should read: “Asked if the cleaning and surging would be done with permanganate, Superintendent Miner stated it would.”

Page 7, Line 23; replace “Robert Best” with “Robert Price”

Page 9, Line 39; insert “anticipated” before “settlement funds”

Page 10, Line 31; insert “payment” before “amount”

Page 13, Line 32; insert “which primarily serve water to the Greatstone Drive area and Beebe Lane area” following “involved”

Page 13, Line 33; replace “one” with “zone”

Page 13, Line 34; insert “zone” following “that”

Page 14, Line 17; insert “GAC” before “media” and replace the end of the sentence with “and questioned if after so many times it is not as effective as it once was.”

Board of Commissioners - **1<sup>st</sup> Non-Public** . . . . . January 26, 2026

Board of Commissioners - **2<sup>nd</sup> Non-Public** . . . . . January 26, 2026

Board of Commissioners - **Public Hearing** . . . . . February 23, 2026

Board of Commissioners - **Public Hearing Greatstone Drive** . . . . . March 4, 2026

Board of Commissioners - **Public Hearing Beebe Lane** . . . . . March 4, 2026

**MOTION BY COMMISSIONER VON SCHOEN TO APPROVE THE MINUTES OF THE TWO NON-PUBLIC SESSIONS CONDUCTED ON JANUARY 26<sup>th</sup> AND THOSE OF THE PUBLIC HEARINGS CONDUCTED ON FEBRUARY 23<sup>RD</sup> AND MARCH 4<sup>th</sup>, AS PRESENTED, AND THE MINUTES OF THE REGULAR BOARD OF COMMISSIONERS MEETING OF MARCH 4<sup>TH</sup>, AS AMENDED  
MOTION SECONDED BY COMMISSIONER CLEMENT  
MOTION CARRIED**

**5-0-0**

- 3. Board of Commissioners to review Action Items from previous meetings and those to be added from this meeting.

Regarding the ongoing salt mitigation committee meetings, Business Manager Lavoie spoke of discussion with a representative of the New Hampshire Department of Environmental Services

(NHDES) and Jamie Emery, Emery & Garret Groundwater Investigations (EGGI), noting some of the substantial deliverables for the watershed management project are due by March 31<sup>st</sup>.

Required is submission of a reimbursement request for \$80,000 of the \$100,000 grant funds. A rough draft was completed, and a revised draft submitted last week. NH DES is reviewing and commenting at this time. Once finalized, it will go to the Steering Committee.

Business Manager Lavoie indicated she would follow up on the action item to reach out to Jamie Emery for updated information on the mineral graphs.

Addressing the action item concerning the PFAS GAC filtration media alternative vendor plan, Business Manager Lavoie noted the pilot testing will continue through July.

#### 4. Old Business

Business Manager Lavoie spoke of a section having been added to the Annual report concerning the lead service line.

Also added to the Annual Report, in the area where salt reduction is discussed, is a thank you to NH DOT for working with the MVD in getting the signage installed.

The requested trend lines were added to the PFOA graphs. Chair Provencher commented that the PFOA *for raw water* is in an overall up trend in all MVD wells except Wells 3 and 9, although not significantly, the trend lines indicate the PFOA for raw water is in an overall up trend. Some have increased by 5 or 10 ppt from the start to end (8- or 10-year timespan).

Chair Provencher commented the PFOA trend question stems from a question he asked of NHDES in an HB-737 meeting. With the aerial deposition onto the soil that gets washed into the groundwater, the PFOA source is now in the soil. At what point is the PFAS in the soil being washed out until what is going in the groundwater is going to be decreasing? This is kind of telling us that the PFAS in groundwater is going higher because the soil is still emitting more PFAS into the groundwater. It hasn't reached the crest yet.

Well 9 has not been in service for the same length of time resulting in less data.

The following update was provided on the lead service lines; in 2025, 1,834 lines were verified, another 1,440 were self-identified and of that 1,440, 724 were appointments that staff went on. We are going forward with the statistical analysis with 120Water.

Asked about the number of confirmed lead lines, Business Manager Lavoie stated there to be none.

Amy Rousseau, PFAS Response Administrator, NHDES, is working to put together a map with PFAS results for private wells in the Greatstone Drive and Beebe Lane Areas water main extensions.

Keriann Roman, Esq., Drummond Woodsum, will be in attendance for next month's meeting.

Jamie Emery is putting together a proposal to look at Anheuser Busch and a proposal for Pennichuck Brook where Pennichuck is no longer utilizing it. He will be before the Board to discuss that at a future meeting.

Business Manager Lavoie informed the Commission that MVD has entered into a promotional partnership with WaterSense (an EPA national voluntary partnership program), which is a requirement for the conservation plan. WaterSense will provide materials and updates, tips for conservation, etc. MVD will place the logo for WaterSense on its website. As they are EPA driven, the NHDES is requiring MVD to partner with them. Asked, Business Manager Lavoie stated there to be no cost related to this partnership.

Commissioner von Schoen stated the desire to receive, in advance of the next meeting, a copy of Attorney Roman’s notes from her review of the information provided at the last meeting concerning the requirements of NH RSA 91-A.

5. New Business - None

6. Questions from the Public/Press - None

**NON-PUBLIC**

**MOTION BY COMMISSIONER ALLEN THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3II (e) CONSIDERATION OR NEGOTIATION OF PENDING CLAIMS OR LITIGATION WHICH HAS BEEN THREATENED IN WRITING OR FILED BY OR AGAINST THE PUBLIC BODY  
MOTION SECONDED BY COMMISSIONER SABENS**

A Viva Voce Roll Call Vote was taken, which resulted as follows:

Yea: Scott Sabens, Dan Allen, Erin Clement, Wolfram von Schoen, Don Provencher  
5  
Nay: 0

**MOTION CARRIED**

The Board entered non-public session at 5:59 p.m.

The Board reconvened at 6:08 p.m.

**ADJOURNMENT**

**MOTION BY COMMISSIONER CLEMENT TO ADJOURN  
MOTION SECONDED BY COMMISSIONER VON SCHOEN  
MOTION CARRIED**

**5-0-0**

Merrimack Village District – Board of Commissioners  
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The March 16, 2026, meeting of the Board of Commissioners was adjourned at 6:08 p.m.

Submitted by: Dawn MacMillan, Recording Secretary