

**MERRIMACK VILLAGE DISTRICT
BOARD OF COMMISSIONERS
JUNE 15, 2026
MEETING MINUTES
(approved July 20, 2026)**

A regular meeting of the Board of Commissioners was conducted on Monday, June 15, 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 Chair
Dan Allen, Financial Liaison
Scott Sabens, Personnel Liaison
Wolfram von Schoen (participated electronically)

Members of the Commission Absent:

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

As Commissioner von Schoen was participating electronically, in accordance with the Right to Know Law, Chair Provencher requested he state, for the record; where he was, why his attendance in person was not reasonably practical, who, if anyone, was with him, and whether or not he was able to hear the proceedings.

Commissioner von Schoen responded he was at his residence, his attendance in person was not reasonably practical given work commitments, he was alone and could hear the proceedings.

Chair Provencher stated, for the record, those present at the meeting were able to hear Commissioner von Schoen and reminded the Board all votes would be taken by Roll Call.

NON-PUBLIC

**MOTION BY COMMISSIONER ALLEN THAT THE BOARD, BY ROLL CALL, GO INTO NON-PUBLIC SESSION PURSUANT TO RSA 91-A:3 II (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 conducted, which resulted as follows:

Yea: Wolfram von Schoen, Erin Clement, Scott Sabens, Dan Allen, Donald Provencher

5

Nay:

0

MOTION CARRIED

The Board entered non-public session at 5:02 p.m.

The Board reconvened at 6:13 p.m.

FINANCE/HUMAN RESOURCES REVIEW

1. Analysis of Revenue and Expenditures

As of May 31, 2026, and eleven (11) months into the fiscal year, shown is revenue in the amount of \$6,526,756 (99.81% of budgeted amount) and expenses of \$4,937,363 (75.51%).

The summary page shows the settlement amount (listed below the line so that it does not skew the numbers). Net Ordinary Income is \$1,589,393.

2. Revenue

- 35251 Settlements - Various (3M settlement - used to pay loan (47101) - below line
- 34223 Service Charge (Hydrant Hookup); temporary hydrant hookup has seen a significant increase mostly due to use of the Merrimack Outlets parking area for events.
- 34225 New Mainline Ext. Fee; new construction and mainline projects

Expenses

- 47101 - Principal - 3M settlement payment used - below line
- 47102 - Interest - 3M settlement payment used - below line
- 49001 - Vehicles/Equipment; purchased in May
- 67005 - Inspections; added new with WTPs
- 68302 - Legal - PFAS; lawsuits
- 72300 - Repair & Maintenance Vehicles; new vendor and fixed up old trucks

Chair Provencher asked for additional information regarding line item #42050 - General Laborer; budgeted was \$5,000 and expended to date \$27,630.29. Director Maher stated the overage to be related to the soon to be GIS technician as well as hydrant painter.

Asked about line item #68251 - Engineering General; budgeted \$10,000 and expended to date \$64,045.78. Director Maher responded there were costs for projects that were sitting in line item, #16500 - Construction in Progress, which, when completed, were moved over to the budget.

Asked about line item #76007 - Water Treatment Plant (WTP) Grounds; budgeted \$6,413.00 and expended to date \$100.00. Business Manager Lavoie commented it used to be the line item for Wells 4&5.

B. Capital Reserve Balance

The Unassigned Fund Balance is \$23,425,013.89. Total percentage considered fund balance is 59.8%. Actual Cash is \$3,153,992 % of total that is actual; case 10.6%

Trust Activities

Information for the month of May was not available at the time the report was completed.

Costs associated with the approved warrant articles are posted.

A significant amount of items that had been planned to be completed in 2026 have been moved to 2027.

REGULAR SESSION

1. Board of Commissioners to conduct the annual review and approval of the Investment Policy, Delegation of Payroll, Delegation of Accounts Payable and Delegation of Deposit Authority.

Policy Number 04-04-B – Investment Policy
Given its first reading;

No changes have been proposed since the date of the last approval.

**MOTION BY COMMISSIONER CLEMENT TO APPROVE POLICY 04-04-B - INVESTMENT WITH AN EFFECTIVE DATE OF JULY 1, 2026, THE AUTHORIZATION FOR DELEGATION OF PAYROLL APPROVAL PROCESS, AUTHORIZATION FOR DELEGATION OF ACCOUNTS PAYABLE (AP) APPROVAL PROCESS, AND DELEGATION OF DEPOSIT AUTHORITY, RECORDKEEPING AND RECONCILIATION, AS PRESENTED
MOTION SECONDED BY COMMISSIONER ALLEN**

A Viva Voce Roll Call vote was conducted, which resulted as follows:

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

MOTION CARRIED

2. Board of Commissioners to review quotes for Hydro Vacuum Excavators and discuss the funding source

The Board was provided with quotes for a vacuum truck from two potential vendors each identifying specifications, warranties, costs, etc.

Superintendent Miner stated the request to be for approval to purchase the Vermeer VXT300 Hydro Vacuum Excavator with 8-yard spoil tank on a Kenworth chassis for \$562,170.13. Funds to come from the Equipment & Facilities capital reserve account.

An additional \$5,000.00 was added to the original quote price of \$557,170.13 to upsize the hose to 8". This particular truck best fits the needs of the district.

A new dump truck is planned for in the capital reserve account, which will not need to be purchased if purchasing this truck. The most recently purchased dump truck was at a cost of \$124,320.00.

Other funding sources will continue to be sought, e.g., grants to offset the purchase price. If approved, the truck would likely be delivered in the Fall.

Superintendent Miner spoke of the need to begin potholing for the Lead Service Line Inventory.

A hydro excavator (hydrovac) is widely purchased for its efficiency, safety, and precision in excavation work especially in sensitive or urban environments.

Key reasons organizations make such an investment were identified and included:

- Improved Safety
- Damage Prevention
- Increased Efficiency
- Versatility
- Reduced Restoration Costs

Companies purchase hydro excavators to increase safety, reduce costs, improve efficiency, and protect underground infrastructure, making them a strategic investment for modern excavation and utility work.

Commissioner Sabens questioned the analysis available to justify the total cost and what the alternative is. Superintendent Miner stated the alternative would not be potholing; it would be digging with an excavator or backhoe (bigger holes). When potholing with a hydro vacuum you can gain control, go right down all the curb, and identify both sides on any dig into or around power lines, which are currently done by hand. This would be more efficient/timely.

Commissioner Sabens stated there to be pros listed in the proposal, however, not included are the costs associated with owning the machine and the savings that would result through ownership. He wished to see more detail that would identify why this would be a good investment for the district.

Superintendent Miner spoke of having witnessed the potholing in Dover where within 10-15 minutes they were down around the curb and able to identify what was present. If doing that with a backhoe it would take at least half an hour.

Business Manager Lavoie spoke of restoration and that the cost of contracting out the work is approximately \$600/pothole. Asked about the number of potholes that would be dug, she stated that it is not yet understood. Work continues with 120Water to determine if we could do an analysis to narrow it down; we do not have to do every property in every neighborhood. It is believed we can specify areas where we can identify the construction time and do 3 or 4 potholes and put them in as known service lines. Quite a few are left unknown.

Commissioner Sabens clarified he was not suggesting it was a bad idea, just that he would like to see an analysis before being asked to approve an expenditure of half a million dollars on a piece of equipment.

Commissioner Allen commented on it being hard to quantify some of the savings. Commissioner Sabens agreed when talking about insurance, improved safety, and less likelihood of hitting lines or

underground utilities. Asked, Superintendent Miner stated his recollection to be the last time a line was hit was some 10[±] years prior. When that occurred, they met with the Public Utilities Commission and incurred a \$10,000 hit fee.

Commissioner von Schoen commented in his 9 years on the Board, this is the largest expenditure approval he has been asked to consider. He would like to see additional backup information for the request. He understands there is difficulty in quantifying some of the associated savings but feels there is a need to provide additional information to support the request. There are factual reasons for making the purchase.

He understands there are situations where there may be there a water main break at 2:00 a.m. when it is difficult to find a contractor to address the issue, but half a million dollars would pay a lot of contractors.

Commissioner Sabens commented if you had to pothole 3,000, then it is a no brainer.

Business Manager Lavoie noted the vacuum truck utilizes heated water (cold weather digging) and has a blowout feature. That would eliminate the need to stop and clean out hoses.

Vice Chair Clement spoke of having seen these machines in action at construction sites. She believes you could purchase a new backhoe and pay a crew of four for a year, and for the same amount of money, this equipment would do three times the work.

Commissioner Sabens reiterated he was not arguing that; he was simply noting that information was not presented. We are trying to be stewards of the money of the district. The analysis needs to be there to justify the expenditure and it was not.

Chair Provencher questioned how realistic the 3,000 pothole number is, and who is determining that number. Superintendent Miner stated it to be the NHDES. He remarked even with the statistical analysis we may need to go back and verify. We could get that in place and they could say you only have to do 2,000, but we still may have to go back and verify those.

Business Manager Lavoie commented even if we get 4-5 neighborhoods where we only have to do 2 on each of those streets, you still have the rest of the town we cannot use statistical analysis on. We just do not have any idea. Right now, 120 Water is working on it. We will present it to NHDES and they have to say yes or no.

Commissioner von Schoen stated he does not see information on total cost of ownership, e.g., maintenance, training. He asked about the potential for grants; have applications been made, is it known what the amount of potential grant funding is?

Business Manager Lavoie responded by stating we qualify for the Lead Service Line Loan. The equipment does not qualify for grants for the lead service line, which is why we need to look elsewhere whether that is source water protection, etc.

Noted was that the salesperson had indicated this is a New England build meaning the equipment is built to withstand New England weather; exposed parts are heated.

Commissioner von Schoen asked if it has been considered what the cost of maintenance is to validate the warranty.

Commissioner Sabens added there is also the cost of registration, insurance, etc. Superintendent Miner stated insurance would be under Primex. He stated there to be 3 operators that have endorsements along with actual experience utilizing vacuum trucks. There will be some training. Maintenance should be minimal.

Commissioner Von Schoen asked if there is an annual inspection requirement and what the length of the warranty is. A review of the proposal identified the warranty to be 2 years for electrical and electronics, 5 years against leakage of debris body, compressor or fan housing due to rust-through, 10 years against stainless steel; water tank leakage due to erosion, and 3 years against aluminum water tank leakage due to corrosion. He asked if annual inspections on aspects such as pumps and valves would have to be conducted to keep the warranty valid.

Chair Provencher brought the discussion back to the request for a reduction in the number (3,000) of sites to be investigated. If you take the \$600/pothole cost of a contractor utilizing the same machine, were we to have to do the 3,000 at that cost, the total cost would be \$1.8 million. We would have to get that 3,000 number down 31% to equal the cost of purchasing the equipment. If purchasing, at the completion of this project the district owns the equipment. He questioned if it is believed NHDES will let MVD reduce the 3,000 sites down to less than 1,000, Superintendent Miner stated uncertainty.

Superintendent Miner noted if purchasing the truck through the loan and forgiveness, his understanding is the equipment use would be restricted to potholing. If being used on a dig, he believes there would be the requirement of providing specific records to show where it was used separately. By purchasing outright as proposed, equipment use would vary.

There is uncertainty as to whether NHDES would reduce the required number or when that decision might be known. Some of the older sections of town we will not be able to do statistical analysis on. We will have to dig all of those. There are records for newer areas of town. In areas where we know the construction date of a development/neighborhood, we may have to dig in a few areas and hopefully get some relief there.

Vice Chair Clement commented on her belief the number may come down to 2,500, but she did not believe it would come down as low as say 300. Superintendent Miner stated agreement. Chair Provencher remarked we could contract out 930 potholes for the same cost of purchasing the equipment, but in the end we would not own the asset.

Superintendent Miner commented there is always going to be a level of involvement from staff regardless. It sounds great to sub the work out, but you will still have staff involvement.

Vice Chair Clement commented on savings associated with staff and paving and restoration costs resulting from digging with backhoes.

Chair Provencher spoke of the request for additional information and asked if the discussion that had taken place had provided the requested information.

Commissioner Sabens remarked that the discussion was informative. He simply wished to have the information provided in advance of the meeting.

Vice Chair Clement commented on the amount of work the district does with the very small staff and on how this machine would be an asset for time, efficiency, and beyond. She spoke of the difficulty in hiring young men with any knowledge. If we can use this equipment to save the backs of the employees we already have it might elongate careers for 5-10 years. It probably will also save us long-term on workmen's compensation. This could take the place of an employee.

Commissioner von Schoen responded he does not believe anyone opposes any of those arguments. The fact that we can dig a hole with a water mainline break or valve that needs replacing at 2:00 a.m. on a -15-degree winter day is a lot of reason to purchase this. The issue is that for him to sign off on a half million dollar purchase, he would like to be able to tell anyone who asks that yes we have seen a solid cost of ownership summary in writing that we were able to review and agree with. That is the concern.

Chair Provencher asked for confirmation the Equipment & Facilities capital reserve account is currently at \$5.7 million. Director Maher stated, if all identified expenses come to fruition, the balance at the end of 2027 would be \$3.4 million. That does not factor in the healthy interest we receive every month.

Noted was that during this check-up meters are being replaced. That projected cost may not be as predicted in the outyears.

Chair Provencher stated the wildcard is what NHDES will require of us. We do not have the number that is the main driver of a cost analysis.

Commissioner Sabens stated what could be provided are the numbers we do have, e.g., what we have spent over the past five years on contractors, emergencies, rented equipment, etc. There are things that you know and have a demonstrated history of producing that information, e.g., how many jobs a year are you doing hydrants, watermains, valves, etc. where this equipment could have been used instead, and what that cost looks like. If you can justify that then the potholes do not matter.

Chair Provencher commented when you factor all of that in, the 1,000-pothole number would have to go even lower because if contracting all that work out you would not gain an asset. It sounds like a beneficial investment. Even if the number of potholes required were to drop down to 500, the additional \$200,000 difference is worth having this equipment for our own use for the future.

Commissioner Sabens remarked it probably is, but that is just the information that we do not have.

Chair Provencher questioned if postponing a decision would be detrimental, and if there is uncertainty around the delivery date. Business Manager Lavoie stated it to be on a first come first served basis.

Commissioner Allen spoke of taking a man off the lead service line work, and the wear and tear on the backhoe must be factored into the cost analysis. Superintendent Miner reiterated the dump truck slated for this year would be replaced by this equipment. Vice Chair Clement noted there to also be a backhoe slated for 2027 for \$135,000. We may not need to purchase that if we have this equipment.

Chair Provencher stated he would be in favor of approving the expenditure at this time. He is uncertain if putting it off another month would generate more meaningful information, and whether a delay in approving this now would delay delivery.

Commissioner von Schoen indicated he would have no problem if another meeting were scheduled for Wednesday to vote on this. He does not think this is an adequate presentation for a half million dollar request. He will not vote in favor of the expenditure in the absence of a proper proposal.

Chair Provencher stated his belief it looks to be justified, just based on our discussion of cost avoidance. Commissioner von Schoen stated agreement. Chair Provencher stated his belief providing a cost benefit analysis would not happen in the next few days. If the Board wished to have an additional meeting on this item prior to the scheduled July meeting, he was agreeable to that. He spoke of concern with putting off a decision for another month.

Vice Chair Clement stated receipt of the information requested tonight would not sway her one way or another from wanting to purchase this equipment. She is fine with staff coming back with additional information when it is available.

**MOTION BY COMMISSIONER CLEMENT TO APPROVE THE PURCHASE OF A VERMEER VXT300 HYDRO VACUUM EXCAVATOR WITH 8 YARD SPOIL TANK ON A KENWORTH CHASSIS FOR FIVE HUNDRED SIXTY-TWO THOUSAND ONE HUNDRED SEVENTY DOLLARS AND THIRTEEN CENTS (\$562,170.13). FUNDS TO COME FROM CAPITOL RESERVE ACCOUNT EQUIPMENT AND FACILITIES
MOTION SECONDED BY COMMISSIONER ALLEN**

ON THE QUESTION

Chair Provencher stated he tends to agree that what was just discussed concerning cost avoidance is going to show the benefit of purchasing the equipment.

Commissioner von Schoen commented he agrees with everything that was said and he generally supports the purchase. He does feel it is an inadequate proposal, and because of that he will vote against the motion.

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

Yea: Erin Clement, Dan Allen, Donald Provencher

3

Nay: Wolfram von Schoen, Scott Sabens

2

MOTION CARRIED

3. Superintendent's Report

Water Quality

Maintenance:

- Treatment Facilities
 - The GAC media for both 2&9 and 4&5 Treatment Plants have been scheduled. Will begin with 4&5 on May 28th and return on June 17. For 2&9 it will be June 17th with two tankers and June 18th two tankers.

Leak Repair Mainline/Entrance:

Administrative:

- Water Supply Options Study
 - Underwood Engineers' report has advanced as far as it can until we gain additional information on a couple of options such as the Budweiser site and potential for other sites.
 - Underwood is working with GZA and MVD staff to collect the additional information.
 - Underwood Engineers' is suggesting that a work session might be targeted for early fall.
- PFAS Piloting
 - Lynnette will be at the site visit on the 18th at 10:30 a.m. with the German delegation.
- Artificial Recharge Site Tour - Dover, NH
 - Underwood Engineers' has scheduled a site tour of the AR facility at Dover, NH
 - The Tour is scheduled for June 16th at 1:00 p.m.
 - Representatives from Underwood Engineers, GZA (possibly), and Dover will be present to show how the facility works.
- Gerard, Mullikan, Farmer and Mason
 - Final punch list items are complete or in process.
 - Final paving for Wilson Hill Road and the paving patches on Palmeri Drive are expected to occur during the month of June. Granese needs to confirm a date with at least one week's minimum notice.
 - The repaving of the intersection of Amherst Road at Farmer Road is tentatively scheduled for the week of June 22nd.
- Beebe Lane and Greatstone Drive
 - Underwood Engineers has been working on draft scopes of work for both projects that are nearly ready.
 - Final SRF applications for both projects were submitted in April.
- Water Balance
 - Underwood Engineers has been providing assistance for the new Water Balance Process.
 - Superintendent Miner asked for a separate ESR to track that work, and it was received on 6/10.

Asked about the water balance test, Business Manager Lavoie stated we used to do a water balance report with Underwood that would then be sent to NHDES. As of this year, that process changed and we are to do the form online. It is their questions. It also brings in the American Water Works water audit. That was submitted last week.

- The \$15,000 Evoqua Payment was received Thursday 6/11.
- 4. Board of Commissioners to review the minutes of the May 18, 2026, regular and non-public meetings.

Board of Commissioners May 18, 2026

The following amendments were offered:

Page 6, Line 19; replace “non-public” with “non-profit”
Page 7, Line 7; replace “B sector on the rivers” with “sector along the Rhine River”
Page 7, Line 15; replace “issues” with “polluters”
Page 9, Line 6; replace the period with a comma following “photo op”, replace “Everybody” with “everybody”, and insert “it” following “like”

Board of Commissioners - **Non-Public** May 18, 2026

**MOTION BY COMMISSIONER VON SCHOEN TO ACCEPT THE MINUTES OF THE
REGULAR MEETING OF MAY 18, 2026, AS AMENDED, AND THE NON-PUBLIC
MINUTES OF MAY 18, 2026, AS PRESENTED
MOTION SECONDED BY COMMISSIONER ALLEN**

A Viva Voce Roll Call vote was conducted, which resulted as follows:

Yea: Wolfram von Schoen, Erin Clement, Allen, Donald Provencher
4
Nay: 0

MOTION CARRIED

Commissioner Sabens Abstained

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

The Commission reviewed the Action Items. New dates were added to several of the items.

Salt Mitigation Committee Meetings

A review is expected from NHDES on the report.

Mentioned in the report was that the salt loading reported by the Town, NHDOT and all other estimates in terms of the amount of salt used in private parking lots does not match the amount of salt in the groundwater. It seems the amount of salt going into the model should be higher.

Salt Mitigation Ordinance Update

Draft report was provided to the Commission for review.

Superintendent Miner stated legal counsel was going to investigate what can and cannot be done, e.g., blanket ordinance or just the non-grandfathered.

Commissioner von Schoen noted it is the Town that is acting. Input from the Commission will be sought.

6. Old Business

Commissioner von Schoen spoke of information previously provided concerning the MVD having been selected by the NHDES program/bureau to receive the 2026 Source Water Protection Award for outstanding work to address salt contamination affecting our water system. He recalled discussion of the desire for a press release.

Business Manager Lavoie stated there to be photos that will be placed on the website. A press release will be done. Commissioner von Schoen suggested information also be included on the recent charts showing an improved trend.

Chair Provencher spoke of the pilot test commenting it looks as though some of the new media is not panning out to be as hoped. Right now, we are savings money by reactivating the media as opposed to disposing of it and replacing 100%, which is what we would need to do if going with a different media if having better performance results.

7. New Business - None

8. Questions from the Public/Press - None

ADJOURNMENT

MOTION BY COMMISSIONER ALLEN TO ADJOURN

MOTION SECONDED BY COMMISSIONER SABENS

A Viva Voce Roll Call vote was conducted, which resulted as follows:

Yea: Wolfram von Schoen, Erin Clement, Scott Sabens, Dan Allen, Donald Provencher

5

Nay:

0

MOTION CARRIED

The June 15, 2026, meeting of the Board of Commissioners was adjourned at 7:26 p.m.

Submitted by: Dawn MacMillan, Recording Secretary