

January 12, 2011

A regular meeting of the Board of Water Commissioners was called to order by Chairperson Lucien Langlois at 12:00 noon. Commissioners present were Paul Poulin, Terry Block & Stephen Tardiff. Also present for this meeting was ex-officio member Mayor Paul Grenier, Superintendent Viens and Lynne Lessard.

There were no Public-Board Comments.

It was moved by Commissioner Poulin, seconded by Commissioner Tardiff, with all in favor, to accept the Minutes of December 16, 2010 and Work Session held on December 21, 2010.

Under the Berlin Water Works Monthly Status Report dated January 6, 2011, Superintendent Viens reviewed the following with the Board:

1. December water flows were higher. This year was a record low year at 296 million gallons.
2. Superintendent Viens informed the Board that there were two employee accidents on January 5th, 2011 due to slipping on the ice. One employee is back on light duty (knee injury) and the other is out for a few weeks (shoulder injury).
3. NHDOT Phase 3 – Green Street: We have been in contact with NHDOT and are reviewing the drawings.
4. Superintendent Viens provided run charts on BWW annual Health Insurance. Costs continues to increase.
5. We received a bill from the Berlin Airport Authority for \$11,241.00. This is for 3,747 yards of sand that the crews have hauled.
6. From last month, we sent a letter to Mrs. Rita Parent – 6 Cambridge Street – regarding their water line freeze-up on December 16, 2010. Two suggestions were offered. Options #1 – install a heat probe or Option #2 – install their own service line. We recommend Option #1 as it is less expensive than Option #2.
7. BWW sent the two local newspapers an article thanking the residents for their cooperation during our water main construction around the Junior High & Hillside Elementary School. Other areas worked on were Champlain, Burgess, the Spring Street area and Noury Street.
8. From last month, Superintendent Viens responded to Council Person Ryan Landry regarding 863 Western Avenue. This situation of the leaking service line is still not resolved.
9. We have not yet received the \$38k from the Federal Bureau of Prisons for payment of the SCADA system installation.
10. Superintendent Viens showed the Board a picture of the Godfrey Dam with the new bridge.
11. BWW staff is in the process of cleaning the 2nd filter system at the plant.
12. We have been working on the design of the remaining streets for the Rural Development Project. The balance of the “B” scope is completed and nearly

ready for submittal and the “C” scope is 50% completed. Design and stamped & approve drawings are currently 75% complete.

It was moved by Commissioner Block, seconded by Commissioner Poulin, with all in favor, to accept and place on file, the Berlin Water Works monthly Status Report dated January 6, 2011.

It was moved by Commissioner Tardiff, seconded by Commissioner Block, with all in favor, to accept and place on file, the Cashier’s Report for the month of December 2010 and the 6-month Budget Expenditures.

Old Business:

a. Funding Project Status:

1. USDA – Godfrey Dam – Status – AR Couture – Construction Progress Status: We did not lower the pond as planned. We are working on a punch list for next spring. Couture’s crew demobilized from the site January 3rd, 2011. We will be cutting brush around the pond.
2. New NHSRL Loan Application – Review NHSRL #8 Water Main (\$3m) Application – Approve Submission: Monday, Superintendent Viens and Foreman Craig Carrigan along with Andy Sharpe of Provan & Lorber went to North Conway’s Water Precinct. The Precinct has installed 177 kilowatts of solar PV modules. The 774 modules are combined with 16 geothermal wells. Their projects were funded thru the State’s Clean Water Grant. Our NHSRL proposed “Green” project will install an electrical producing “Hydro” at the Ammonoosuc Plant using the transmission line water flow from Godfrey Dam. Also solar, and/or wind project will be included using the remaining funds. An RFP for engineering services has been requested from Provan & Lorber. It was moved by Commissioner Block, seconded by Commissioner Tardiff, with all in favor, to allow the Superintendent enter into an Agreement for Professional Engineering Services with Provan & Lorber in the amount of \$32,520.⁰⁰ and to approve the submission of the NHSRL #8 Package for Water Main Improvement/Replacement in the amount of \$3,000,000.00.

b. EPA Grant/Brown Farm Well – Status: Nothing to report this month except that we had Geo-Insight on the North Conway Tour.

c. 55 Willow Street Upgrade – HEB Study Status: The Staff met with Jay Poulin and he is going to develop several options for next month’s meeting. With this in mind, Mr. Jay Poulin has been asked to include a plan for heavy equipment repair in the new building upgrade plans.

- d. Salaried Position – Unfilled: Nothing to report this month.
- e. AFSCME’s negotiate – Letter Dated July 13, 2010 – On Going Process Status: Nothing to report.
- f. Invoice Cloud and Northern Data System Proposal – Status: Training sessions have taken place and should be up and running for February 1, 2011. We will notify the public that they will now be able to review and pay their water bill on line. Training is still on going.
- g. Laidlaw Water Contract Proposal – Work session Information and Review Data – Status: Superintendent Viens reviewed with the Board about the work session that took place on December 21, 2010 between Skip Sansoucy, City’s Utility Appraiser representing Laidlaw, Chair Langlois, Mayor Grenier and the Superintendent. Mr. Sansoucy did not agree with any of the options presented at that time for proposed water rates for Laidlaw. He asked Superintendent Viens to work up an option to coincide with the lower debt load in a few years. Laidlaw is looking at a 20 year agreement with a fixed rate not to exceed approximately \$750,000.00 The Board concurs that they do not want to lose out on Laidlaw’s business, however; with the uncertainty of the future, such as recession or inflation, the Board agreed to have Superintendent Viens contact our Attorney for a path forward and to continue scenario’s for Laidlaw’s proposal. We will e-mail those options out to the Board when available.
- h. Other Old Business: - Nothing to report.

Under New Business:

Superintendent Viens informed the Board that Chapman Container & Trailers have been at Laidlaw’s property doing demolition inside the mill. After discussion, it was moved by Mayor Grenier, seconded by Commissioner Poulin, with all in favor, to authorize the Superintendent to meet with Chapman to see what BWW can salvage for future projects.

- a. We received a proposal from EJ Prescott for radio-read units. We purchased 200 units @ \$125.⁰⁰ each, Sensus will provide the new hand held unit at not charge. The Meter Program is a line item in the Budget. It was moved by Commissioner Block, seconded by Commissioner Poulin, with all in favor, to have the Superintendent place the order
- b. 2 Wentworth Avenue: Berlin Water Works was called out on December 28, 2010 in the evening because the sprinkler system in the building was leaking. The shut off did not work and a crew had to be called in to dig the shut off. The Berlin Fire Department and Gorham

Fire Department are aware that the sprinkler system is not functioning. This property is billed for the sprinklers by BWW however the property is on the Gorham side. We are going to charge for the call in but not for the repair work.

There was no Other New Business or Communications

The Board agreed to hold their next regularly scheduled meeting at 12:00 noon, on Wednesday, February 9th, 2011 at our 55 Willow Street Conference Room.

There was no Public – Board Comments.

The Board did not enter into a non-public session.

There being no further business to come before this meeting at this time, it was moved by Commissioner Poulin, seconded by Commissioner Tardiff, with all in favor to adjourn this meeting.

The meeting did so adjourn at 1:45pm.

A True Record:

Attest: _____
Paul Poulin, Clerk of the Board