

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

There was no Public – Board Comments.

It was recommended by Chair Langlois that on the Work Session Minutes of July 11, 2011 (in which the purpose of the meeting was to review the final draft and comments regarding the contract to provide water to Laidlaw for the biomass plant) should be noted as Berlin Station LLC in place of Laidlaw. It was moved by Mayor Grenier, seconded by Commissioner Block, with all in favor to amend the Minutes. It was moved by Mayor Grenier, seconded by Commissioner Block, with all in favor, to accept the Minutes of June 15, 2011.

Under the Berlin Water Works Monthly Status Report dated July 14, 2011, Superintendent Viens reviewed the following with the Board:

- a. Superintendent Viens handed out a graph of the Budget over the years. Force account work started in 2002. Debt has been fairly constant and slowly coming down.
- b. The construction crews have laid about 8,200 feet of pipe in the ground in less than ½ of the construction season.
- c. One of these summers' major jobs is the 8th Street river crossing. We have completed the test boring data and it has been reviewed. We are finalizing the contract with ECI Directional Drilling and are working towards starting next week. It is going to be a ledge drill at \$320/ft to install approximately 750 linear feet vs. the bridge crossing at the 12th Street bridge which is more costly, would be a long term maintenance liability, and would have a lower hydraulic capacity (12-inch DI @ 12th Street vs. 16-inch HDPE @ 8th Street).
- d. We are installing water main on Main Street at Heritage Park during Brookfield Powers lowering of the river level. 1000 feet of pipe has been fused and should be installed by early next week. Commissioner Caron suggested that we communicate with the Recreation Department that we are going to be working there as people use that park for outdoor sports.
- e. Godfrey Dam: Tentatively starting on August 1st, the project contractor AR Couture is going to be pulling out the coffer and complete the project punch list. We are shutting down next week and will be using the Brown Farm Well. We will also do work on our Ammo flow meter. Godfrey should be completed by August, 2011.
- f. Superintendent Viens informed the Board of the project meeting held last week with Mark Koprowski of Rural Development, Dan Dudley of NHDES who replaced Bob Mann, Lee Carroll, and Andy Sharpe. After the meeting, the Superintendent took them on a project tour.

It was moved by Mayor Grenier, seconded by Commissioner Block, with all in favor to accept the Berlin Water Works Monthly Status Report dated July 14, 2011.

At this time, Chair Langlois asked Commissioner Block to act as Clerk of the Board to sign the Minutes.

It was moved by Mayor Grenier, seconded by Commissioner Block, with all in favor, to accept and place on file, the Cashier's Report for the month of June, 2011.

Under Old Business:

a. HEB – 55 Willow Street Facility Upgrade Layout – Review & Bid Results – Awards: Superintendent Viens informed the Board that we went thru the bidding process and had four bidders here yesterday afternoon with four viable bids. Superintendent Viens handed the Board the comparison sheets with cost. The low bidder is AR Couture for both office & garages. We are over our forecast and budgeted by approximately \$300,000. We have approximately \$123k in our construction accrual account and \$475k in the FY12 Budget, \$120k for engineering services in FY12. \$244k worth of qualified energy improvement items can be charged to the NHSRL #09 Green-Energy Improvements Loan (20-yr). The Project team will be looking at “budget beaters”. After a lengthy discussion regarding where the remainder of the funds will come from to complete the 55 Willow Street Upgrade, It was moved by Mayor Grenier and seconded by Commissioner Caron, with all in favor, except for Commission Block voting no, to award the Contract to AR Couture Construction Corp, Berlin, NH in the amount of \$1,170,236.⁰⁰ for both buildings.

b. Funding Project Status – Staffing, Equipment (Hydro-Seeder), Progress Status: We hired another Temp-college student for flagging. Superintendent Viens said that the staff is looking a purchasing a used hydro-seeder to facilitate all of the excavation restoration we have ahead of us in funded projects over the next several years. It was moved by Mayor Grenier, seconded by Commissioner Block, with all in favor, to allow the Superintendent purchase a hydro-seeder not to exceed \$15k. A charge out rate will be established for construction projects. Also Bore-Tech gave us a price to rent a service line boring machine. It is cheaper to rent their equipment rather than to purchase. Bore-Tech will train our crews and we will do the work in-house. The rental fee is \$125/per service line.

c. EPA Grant/Brown Farm Well – Review & Comments – Final Report Status: Superintendent Viens handed out a letter dated July 15, 2011 from Andrew Sharpe, of Provan & Lorber with recommendations regarding Brown Farm Well Improvements (USEPA Grant). It was moved by Commissioner Block, seconded by Commissioner Caron, with all in favor, to approve the report and to move forward with engineering option as outlined in P & L letter dated July 15, 2011. Provan & Lorber will distribute the final report to the NHDES.

d. AFSCME's Negotiate – Letter Dated July 13, 2010 – On Going Process – Status: Superintendent Viens informed the Board that they had their first meeting yesterday. We

are meeting again on Monday, July 25, 2011. The Shop Steward provided the Superintendent with a list of Demands. BWW did not have any demands except for that the new contract must be consistent with other City contracts and not exceed a 2.5% per year increase cost. The most important issue is the Health Insurance and its cost impact. They stated that they are interested in the Police Plant vs. the Public Works Plant. We are going to contract Primex, our insurance carrier, to do a comparison worksheet. No action was taken on this item.

e. Laidlaw Water Contract Proposal – Status: (Laidlaw is now to read Berlin Station LLC.) Superintendent Viens handed the Board a letter dated July 20, 2011 from Charles Grecco, Executive Vice President of Cate Street Capital, Inc., requesting a copy of the official minutes that shows the agreement between Berlin Water Works & Berlin Station, LLC has been approved. The Board approves of the Berlin Water Works Water Supply Agreement & Berlin Station LLC Power Project Agreement and spreadsheet as developed and revised as of July 19th 2011. This agreement has been e-mailed and also mailed to Mr. Grecco. We will provide him with the July 11, 2011 Work Session Minutes along with the Minutes from today's meeting. It was moved by Mayor Grenier, seconded by Commissioner Caron, with all in favor, to place on file the Agreement between BWW and & Berlin Station, LLC., except for Commissioner Block abstained from this vote.

f. Other Old Business -- Nothing to report.

Under New Business:

a. Approve August Payment Principal and Interest of '93, '94 & '95 Water Bonds: It was moved by Mayor Grenier, seconded by Commissioner Block, with all in favor, to make the payment to the City in the amount of \$678,875.⁰⁰.

b. Mark Tyler – 325 Main Street: Formally Leon' Shell Station near ST. Barnabas Church, Mr. Tyler's property had been turned off for non payment since September 2008. Superintendent Viens informed the Board that Mr. Tyler came to the office on June 28th, 2011 with \$1,000.⁰⁰ requesting that his water be turned back on and that the Board forgives the remaining interest. We did turn the water on which the payment covered past water, assessment, fire protection, customer charges and partial interest. It was moved by Mayor Grenier, seconded by Commissioner Block, with all if favor to abate the remaining interest charges in the amount of \$218.⁹⁰.

c. Other and Communications: Nothing was provided at this time.

It Board agreed to hold their next regularly scheduled meeting at 12:00 noon, on Wednesday, August 17, 2011 at our 55 Willow Street Conference Room.

Public – Board Comments: At this time, Mayor Grenier thanked the Superintendent and the BWW staff regarding the Berlin Station, LLC, which took a lot of effort and time on this project. Superintendent Viens then said that he and office employee Debbie

Baillargeon had produced a many more data scenario's than the Board received to arrive at the final version.

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 Caron, seconded by Commissioner Block, with all in favor to adjourn this meeting.

The meeting did so adjourn at 1:45 pm.

A True Record: ATTEST:

Terry Block, Acting Clerk of the Board