

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 and Terry Block. Absent from this meeting was Commissioner Michael Caron and ex-officio member Mayor Grenier. Also present for this meeting was Rod Vaillancourt, Superintendent Roland L. Viens and Lynne C. Lessard.

There was no Public – Board Comments.

It was moved by Commissioner Poulin, seconded by Commissioner Block, with all in favor, to accept and place on file, the Minutes for both the regular and work session meetings of September 20, 2011.

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

1. We paid \$10,161.⁰⁰ to the Berlin Municipal Airport for 3,387 yards of sand.
2. NH Retirement System reduced the premium for pension and medical subsidy from 11.09% down to 8.8%
3. We hired Kim Lambert to brush cut around the Brown Farm Well and Androscoggin Treatment Plant.
4. Superintendent Viens stated that our legal counsel Attorney Paul Desjardins has accepted a full-time position as judge and therefore can not represent Berlin Water Works effective October 1, 2011.
5. Primex paid BWW \$13k for significant damage to a backhoe which was damaged during relocation. No injuries were suffered.
6. Superintendent Viens will meet with our current supplier “Unifirst” to discuss the employee uniform proposal.
7. Previously, the Board approved the purchase of a “thumb” attachment for one of the excavators. The hydraulics upgrade is nearly complete on the Cat 322.
8. We have been working diligently with Mark Koprowski from USDA and Renelle L. L'Huillier from Devine, Millimet & Branch, PA, trying to close on the USDA Rural Development Loan in the amount of \$1,025,000. We do not yet have a fixed date, however; we are hopeful to close within the next few weeks.
9. Usually there is a carry-over on paving from the construction season. Last year was approximately \$132k. This year we are going to have very little carry-over for paving as most all of the streets have been completed with final paving.

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 October 6th, 2011.

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

Under Old Business:

- a. HEB – 55 Willow Street Facility Upgrade Layout – Contract Status: Couture Construction started excavating for the foundation for the garage on October 7, 2011. Very little ledge was encountered but a significant amount of poor materials will need to be removed and replaced with stone. Couture estimates an additional \$18k cost for the footers which would include this crushed stone. Superintendent Viens said that our Foreman Craig Carrigan is looking into stone prices and that we will supply and haul the material instead of having Couture purchase and haul. Superintendent Viens met with PSNH to relocate the power poles.
- b. Project Status – Staffing, Equipment, Fall work remaining Progress Status: On the street projects, we are trying to finish the Heritage Park. Very hard ledge was encountered and the driller is also having a hard time drilling. A larger hammer is expected to arrive today blasting may be required. We are also trying to get the contractor here to bore under the railroad tracks off Route 110. The Godfrey Dam emergency bank stabilization is in progress. We have not received anything definite from FEMA or from the Forest Service in reference to funding to complete the emergency bank stabilization at Godfrey Dam. Provan & Lorber put together a wetlands permit and it was submitted to the State and we received that permit. We were waiting for a Corps of Engineer's permit which we received yesterday. At Godfrey we have been hauling large rocks and are upgrading the road, cutting trees in preparation of the repair and the gabions have been received. We are taking advantage of the bladder; we deflate the lining at night so the river is clear for morning work and re-inflate in the morning. We will be putting in large "rip-rap" along with gabions for a cost savings. Also the hydro seeder is working very well. One of the temporary employees resigned because he found full time employment; we will not be replacing the employee at this time.
- c. AFSCME's negotiations – Rejected by City Council – review – Status: Superintendent Viens informed the Board that our current Attorney Paul Desjardins resigned and has accepted a full time position as a judge effective October 1st, 2011. The Board is now entertaining the possibility of replacing him with another Attorney. It was moved by Commissioner Block, seconded by Commissioner Poulin, with all in favor, to accept Attorney James Michalik as his replacement.
- d. Other Old Business: Nothing to report.

Under New Business:

- a. It was moved by Commissioner Poulin, seconded by Commissioner Block, with all in favor, to approve payment for State Revolving Loan #01 in the amount of \$92,306.⁵², #03 in the amount of \$48,169.⁹⁷, and #04 in the amount of \$118,141.¹⁴, due December 1st, 2011.
- b. It was moved by Commissioner Block, seconded by Commissioner Poulin, with all in favor, to renew the Line of Credit (\$1,025,000.⁰⁰) for two years at a cost of \$1,025.⁰⁰ with Laconia Savings Bank which expires October 27, 2011 and to maintain the Line of Credit at Northway Bank for \$300,000.00 for a fee of \$300.00 that is due to expire December 31, 2011. The line of credit at Laconia Savings Bank was established for the Rural Development Package and it was noted that Berlin Water Works did not need to draw on the line of credit.
- c. A letter dated October 5th, 2011 from Friends of Veterans, located in White River Junction, Vermont, regarding Rod Vaillancourt of 325 Burgess Street was received by the Board. Currently the water is turned off for non-payment and a bill totaling \$1,420.30 is due as of this date. Mr. Vaillancourt approached the Board stating he is the occupier of the property and did not know that there was a past due water bill and Friends of Veterans is willing to provide some financial assistance to have the water service restored, but they cannot pay the full amount due. Berlin Water Work's policy is that when a property is sold and there is an outstanding amount, it stays with the property also when a property is shut off for non payment it is not turned on until paid in full. Our records indicate that Cassie Wright is the owner on file. The Board agreed to research this matter and also contact the City Manager. The Superintendent will contact Mr. Vaillancourt by mail as to the Boards' decision.

Other and Communications – We received an amended Code of Ordinances from the City of Berlin dated August 15th, 2011. Chapter 2, Division 1, Generally by adding a new Section 2-45 – Meeting Schedules.

There was no other new business at this time.

The Board agreed to hold their next regularly scheduled meeting at 12:00 noon, on Tuesday, November 22, 2011 at their 55 Willow Street Conference Room.

There was no Public – Board Comments.

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

October 12, 2011

The meeting did so adjourn at 12:45 pm.

A True Record:

Attest: _____
Paul Poulin, Clerk of the Board