

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, Michael Caron and Terry Block. Absent from this meeting was ex-officio member Mayor Grenier. Also present for this meeting was Superintendent Roland L. Viens and Debbie Baillargeon.

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 October 12, 2011.

Under the Berlin Water Works Monthly Status Report dated November 16, 2011, Superintendent Viens reviewed the following with the Board:

1. Superintendent Viens stated some of the highlights of the last month: all water main construction projects have been closed, temporary staff has dropped off to ten employees – temporary employees will be laid off over the Thanksgiving holiday and will be called back next week for final work at Godfrey Dam, Heritage Park Service line and boring under the railroad tracks for the high pressure line.
2. A FEMA representative met with the City Departments and told us that a percentage of our repair work at Godfrey Dam following Tropical Storm Irene may be covered. Office staff is presently working with the FEMA worksheets to total the expenses of labor, materials and equipment of the total repair. Superintendent Viens stated that the Board members should drive up to Godfrey to see the work well done by Staff; pictures were sent to the Board via email yesterday. Last week it was decided that an additional wall 30' x 6' of gabions is needed; work will be completed next week.
3. 12,800 feet of water main work was completed this construction season. More would have been completed if we did not have to repair the damage at Godfrey Dam following Tropical Storm Irene.
4. The last payment on the Komatsu excavator will be made in December.
5. Berlin Water Works has received some reimbursement from Primex for lightning damage to Forbush Tank SCADA system in the amount of approximately \$2,700. We have also been reimbursed for some fender benders. The Board questioned the submitting of claims for items less than \$3,000, they were worried that it would change our rates for liability insurance. Superintendent Viens stated that we have another claim for Godfrey Dam in reference to a lightning strike that damaged our power system. One other issue with Primex is regarding 176 Madigan Street, Berlin Water Works has repaired what we felt we were responsible for, but the issue is ongoing so we submitted a claim to the insurance.
6. The EPA Grant #9 for Brown Farm Well Phase II has passed the environmental review process, however according to Mark Spinale the

processing of the grant has been slowed down because EPA has upgraded the financial systems.

7. During the past few months NHDES did lead and copper testing of all the day care centers in Berlin. The Day care center at the White Mountain College failed. The test was taken during the water main construction project when the college was being back fed through older mains to provide continuity of service while construction. The second test completed at a later date by NHDES did pass.
8. Superintendent Viens stated that the Board package contained a copy of the paving costs for 2011. The final paving work for 2010 projects totaled approximately \$207,000, Commissioner Block questioned the second item on the list. It should have read Willard Street- Hillside Ave to Collins Street it was accidentally omitted from the spreadsheet. The final paving work was almost all curb to curb on streets such as Willard, State, and Champlain Streets. The paving for work completed in 2011 was \$88,000 some of streets were final paved except for cross trenches on Riverside Drive. By completing most of the water main installation off road, thousands of dollars for paving were avoided this year.
9. Uniform contract comparisons have not been analyzed; uniform contract will be on next months agenda.

It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to accept and place on file, the Berlin Water Works Monthly Status Report dated November 16, 2011.

Superintendent Viens stated that we had closed on the loan for Rural Development in the amount of \$1,025,000 at a rate of 2.25%. It was moved by Commissioner Block, seconded by Commissioner Caron, with all in favor, to accept and place on file, the Cashier's Report for the month of October, 2011.

Under Old Business:

- a. HEB – 55 Willow Street Facility Upgrade Layout – Contract Status: Couture Construction is four to five weeks behind schedule. Berlin Water Works had agreed to a delayed schedule to fit our cash flow needs and the Builders Schedule but did not plan on four to five week delay. To date Berlin Water Works has expressed concern with critical path items: 1) Shop drawing for steel building for garage may take another week for approval and delivery time for the steel building would be ten to twelve weeks. 2) Foundation at the office needs solution 3) Trusses for the Roof shop drawing approval need to be finalized. The shop drawing for the roof trusses and the steel building is being reviewed by H. E. Bergeron Engineers. PSNH has installed a new utility pole and has almost completed the removal of the old utility pole. Berlin Water Works will have to approve \$10,500 change order for the electrical contract, H. E. Bergeron Engineers have consulted with Lee Carroll and he has justified

the expense of \$10,500 for the changes to the entrance for the electrical and communication services for the Berlin Water Works Office upgrade. When the Superintendent receives the change order he will email a copy to each of the Board members. The concrete issue is outstanding. The 75% of the garage footing and walls are done and the concrete is above specifications. The office footings are at contact specifications but the office walls are at 9% air entrainment do not meet contract specifications of 5 to 7% air entrainment. The first truck for concrete was tested after half of the load of concrete was poured and found to be at 9%, the concrete contractor had the truck empty the rest of the load, the second and third concrete trucks on site had 9% air entrainment and were rejected the fourth truck was acceptable. H. E. Bergeron instructed Couture to tear out the concrete before it cured and they did not. Superintendent Viens stated that we have asked for a solution to the concrete quality from Couture Construction in writing but have had no response yet. Some of the solutions discussed are a perimeter drain and sealant applied to the walls, but at this time it was decided to wait for a recommendation from H. E. Bergeron Engineers for a path forward. Superintendent Viens stated the goal is to move into the new garage in March so that the staff can dismantle the old garage before the beginning of “force account” work next construction season.

- b. Project Status – Staffing, Equipment, Fall work remaining Progress: this item was covered by the Superintendent during the Monthly Status Report. Items highlighted are that we hope to bore under the railroad tracks for the high pressure line next week, there are only 10 temporary employees at this time and the work at Godfrey Dam should be completed next week.
- c. Godfrey/FEMA Work Progress – Approve Amendment #4 for Provan & Lorber: The original estimate for the project was \$30,000 and was approved by the Board at the September 20, 2011 Board Meeting. Amendment #4 was signed by the Chairperson of the Board and will be sent to Provan & Lorber.
- d. AFSCME’s negotiations – Rejected by City Council – review – Status: Superintendent Viens informed the Board that he was waiting for a phone call from Attorney Jim Michalik during today’s meeting. The call came in at 12:40 pm, the Board discussed the contract status with Attorney Michalik and it was decided by the Board to have a work session on December 1, 2011 at 12:00 pm to further discuss the issue. The Board wants to arrive at a decision that will be both favorable to the City of Berlin and to the Berlin Water Works.
- e. Other Old Business: Nothing to report.

Under New Business:

- a. It was moved by Commissioner Caron, seconded by Commissioner Block, with all in favor, to approve payment for the Komatsu Excavator in the

amount of \$48,587.14 (last payment), the Cat Backhoe in the amount of \$12,844.12 (1 remaining), the Cat 420 E in the amount of \$19,627.63 and the Komatsu WA 250 Loader in the amount of \$24,757.17 due in the month of December 2011.

- b. It was moved by Commissioner Block, seconded by Commissioner Caron, with all in favor, to approve the first payment for the Godfrey Dam Rural Development Loan in the amount of \$10,811.00.
- c. It was moved by Commissioner Poulin, seconded by Commissioner Block, with all in favor, to approve the annual Dam Bureau Registration fee of \$750.00.
- d. It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor to approve the construction charge out rate of \$148.00 per hour for the backhoe and thumb.
- e. Christmas Party: It was moved by Commissioner Poulin, seconded by Commissioner Block to have the office staff schedule the annual Christmas luncheon for either the 13th, 14th or 15th of December. The office staff will notify the Board members once the date is chosen.
- f. There was no other new business at this time.

The Board agreed to hold their next regularly scheduled meeting at 12:00 noon, on Wednesday, December 21, 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 Poulin, seconded by Commissioner Caron, with all in favor, to adjourn this meeting.

The meeting did so adjourn at 1:10 pm.

A True Record:

Attest: _____
Paul Poulin, Clerk of the Board