

June 13, 2012

A regular meeting of the Board of Water Commissioners was called to order by Chairperson Lucien Langlois via Skype at 12:00 noon. Commissioners present were Paul Poulin, Michael Caron and Dave Bertrand. Absent from this meeting was ex-officio member Mayor Grenier. Also in attendance were Superintendent Roland L. Viens and Lynne C. Lessard.

The Board welcomed Commissioner David Bertrand back to the Board to replace outgoing member Terry Block.

At this time, the agenda was amended to include the Work Session Minutes of May 30th, 2012.

There were no Public-Board Comments.

It was moved by Commissioner Poulin, seconded by Commissioner Caron, with all in favor, to accept the Minutes dated May 16th, 2012. It was moved by Commissioner Poulin, seconded by Commissioner Bertrand, with all in favor, to accept the Work Session Minutes dated May 30th, 2012.

Under the Berlin Water Works Monthly Status Report dated June 7th, 2012, Superintendent Viens reviewed the following with the Board:

1. There have been no communications from Mike Perreault, Public Works Director, regarding the open issue of Jeff Morgan-Allain of 457 Norway Street claim.
2. There has been no feed-back from the Jericho Wind Mill Project.
3. Quarterly meter reading will begin July 1st, and we are in the process of working with EJ Prescott to insure no delays this time with the radio readers.
4. Isaacson Steel Properties are going up for auction. Superintendent Viens and Foreman Craig Carrigan are going to visit the sites to see if there may be any equipment/items that they can purchase for Berlin Water Works.
5. Superintendent Viens reviewed temporary employee Norm Sevigny's injury and Primex coverage.
6. We have sixteen (16) temporary employees working.
7. We started sending our bacteria samples for testing down to the Gorham Water Works as they are certified. We are also looking into the possibility of recertification.
8. Commissioner Bertrand asked the Superintendent about if Berlin Water Works investigated Norm Sevigny's accident and to see how we could prevent future injuries. Superintendent Viens informed Commissioner Bertrand what Norm's situation was at the time of the accident, Norm happened to be in a "blind spot" of the boom on the backhoe and was knocked off balance and fell towards the ditch. As he tried to break his fall, he ended up dislocating both shoulders.

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 June 7th, 2012.

It was moved by Commissioner Bertrand, seconded by Commissioner Caron, with all in favor, to accept and place on file, the Cashier's Report dated May 30th, 2012.

Under Old Business:

- a. HEB – 55 Willow Street Facility Upgrade – Project Complete – Final Pavement Pending Status: Superintendent Viens informed the Board that this morning the fire department and building inspector did an occupancy review and we have received the Certificate of Occupancy. Also the Superintendent handed out the Office & Garage Upgrade Cost Status BWB/CCC Office and Garage Report. BWB still owes Couture Construction \$153,253 for the remainder of the project however we still have \$21k for energy reimbursement. HEB is going to back charge the contractor in the amount of \$8,970.⁰⁰ for charges incurred from not starting the projects right off and by missing target dates. A change order is in the works to finalize the contract and BWB will pay HEB the \$8,970.⁰⁰ and deduct same from the order. Also CCC needs to calculate the number of hours for the energy work as the Davis Bacon rates increased significantly.
- b. Project Status – Planning & Work Status: Superintendent Viens updated the Capital Improvement Project Plan dated June 13, 2012. To date, we have approximately 4,600 feet of 12-inch of pipe in the ground. Superintendent Viens also told the Board of the on going progress with the other streets under construction. He also told the Board that we are updating the Hydraulic Model and we are ready to test different scenarios. Superintendent Viens will be meeting with Andy Sharpe of Provan & Lorber to get the hydraulic project up and running.
- c. Keith Couture – 18 Twelfth Street – Water break/water damage issue – Status: Mr. Couture has received another proposal and Superintendent Viens has assigned Foreman Craig Carrigan to work with Mr. Couture so this issue can be finally resolved.
- d. Approve Budget for FY 2013 Status: A Public Hearing was held at City Hall on May 23rd, 2012 for review of the Berlin Water Works FY13 Proposed Budget. There were only a few people in attendance. This Budget reflects the Fifteenth (15th) consecutive year with no water rate increase for its customers. This Budget also reflects a high level of forced account work. At this time, it was moved by Commissioner Caron seconded by Commissioner Poulin, with all in favor, to accept the BWB FY13 Budget as was presented to the public.
- e. Other Old Business: There was nothing presented at this time.

Under New Business:

- a. Six hourly employees – HMO Plan for Medical Insurance Status: Superintendent Viens was in contact with Mayor Grenier and he supports this move to place the remaining six hourly employees on the HMO Plan effective July 1st, 2012, and that BWB will negotiate with the Public Works Department next contract negotiations and that the contracts need to be similar.
- b. 590 Goebel Street – Outstanding Water Bill Status: June 1st, 2012, Housing Coordinator Linda White called from City Hall stating that the City has just taken the property for taxes. She questioned the amount of \$4,289.04 and asked if some agreement could be reached as including this expense would prevent the property from re-selling. The office gave Ms. White, Superintendent Viens & the Board a copy of the breakdown. Of this amount \$1220.22 incurred is interest and \$20.00 for turning the water off. It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor to abate the interest and turn off charges.

c. Other and Communications:

1. We have not received the Application for FY 2013 Payment of State Grant for Compliance with the SWTR. Once the Superintendent has signed the Form, we submit a news release stating that the Application for Request has been mailed to the NHDES. The request is for \$190,498.
2. A letter was received May 14, 2012 from the Department of Transportation regarding the relocation of the water main for their NH RTE. 110 Phase 2 Reconstruction from First Avenue to Wight Street. The Superintendent will keep the Board informed of the progress.
3. May 24th, 2012: Superintendent Viens wrote letters on behalf of the Board, to Representative Charles Bass, Senator Kelly Ayotte and Senator Jeanne Shaheen requesting their continued support in securing a Special Population Waiver in order for the City of Berlin to qualify for USDA Rural Development funding to continue Berlin's water infrastructure improvements.
4. Superintendent Viens showed the Board the quarterly City Water Usage Graph based on metered water.
5. Other and Communications: There was nothing at this time.

The Board agreed to hold their next regularly scheduled meeting at 12:00 noon on Wednesday July 18th, 2012 at our 55 Willow Street Conference Room.

There were no Public Comments.

Under Board Comments: Commissioner Bertrand received a complaint from Mr. Richard Arsenault of 428 High Street regarding low water pressure and what could be done to resolve this situation. Superintendent Viens spoke and said that they are aware of this problem. Two years ago, we replace the water main with 8-inch pipe. The State requires 20lbs minimum pressure. We strive for 30lbs. (The actual pressure at the meter is 42 lbs). The property is a three story building. BWB has offered Mr. Arsenault for us to pay for everything to tap into the Church Street pressure side, come across his property and come into his house. If he is to consider this, we could do the work this construction season.

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 Poulin, with all in favor, to adjourn this meeting.

The meeting did so adjourn at 1:55pm.

A True Record:

ATTEST: _____
Paul Poulin, Clerk of the Board