

October 24, 2012

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, David Bertrand and Michael Caron. Absent from this meeting was ex-officio member Mayor Paul Grenier. Also present for this meeting was Superintendent Viens, Craig Carrigan and Lynne C. Lessard.

There was no Public – Board Comments.

It was moved by Commissioner Poulin, seconded by Commissioner Bertrand, with all in favor, to accept and place on file, the Minutes dated September 12, 2012.

Under the Berlin Water Works Monthly Status Report dated October 18, 2012, Superintendent Viens reviewed the following with the Board.

1. Superintendent Viens received a thank you card from the Berlin High School Backers for BWB's help and support for the 2012 Homecoming.
2. Superintendent Viens attended the City Council's Work Session held on October 1<sup>st</sup>, 2012. The first item was to review the paving status and secondly, to request permission to put BWB's new water main crossing under the river on the City property on the east side. The Superintendent gave the Council an overview of past and future projects. They approved the water main crossing under the river.
3. A letter from Primex dated October 15<sup>th</sup>, 2012 was received regarding the 2013 Unemployment Compensation Program Renewal. Superintendent Viens informed the Board that the 2012 member contribution was \$13,904 and the 2013 member contribution will be \$22,242. He said that many of the previous temporary employees are still collecting. They have a 2-year window.
4. After thorough consideration and research, as an organization, we voted for the merger of the Woodland's Credit Union with Northeast Credit Union.
5. Almost 10,700 feet of new water main and 1,641 feet of copper service lines have been installed this construction season.
6. The Federal Bureau of Prison's water usage is slowly increasing. We have been billing FBOP monthly. Superintendent Viens suggested to the Board the possibility of contacting City Manager McQueen and Mike Perreault with an offer to do a monthly billing for the sewer as well. They would receive revenue's on a monthly basis instead of an annual basis, with a fee included, once BWB collects FBOP's payment. We would also like to bill the State Prison and the Institutions monthly instead of quarterly. The Superintendent informed the Board that he will be working on this task.
7. We received confirmation from Primex on October 18, 2012, that temporary employee Norm Sevigny has been released for temporary alternate duty. His date of injury was April 18<sup>th</sup> 2012. Superintendent Viens informed the Board that the Foreman will find light duty for Norm, until that time, he will continue to collect thru our insurance Primex.

8. Superintendent Viens reported to the Board on the following City Issues: We have been reimbursed by the City for their portion of top coat paving for High & State Streets in the amount of \$8,288.<sup>00</sup>. We billed The Nelson Companies on August 28<sup>th</sup>, 2012 in the amount of \$3,516.59 for the emergency call-in repair on Kent Street. We have not yet received any funds from neither Nelson nor the City for this invoice. BWB also incurred another \$7k due to this incident. Superintendent Viens informed the Board that we received \$1,281.04 from the Berlin Pollution Control and \$6,436.09 from the PWD/Engineering Department for their share for the Two-way Radio Upgrade. Ongoing issues with the City are the sewer back-up on Norway Street (Morgan-Allain property) and Labor Negotiations. Twitchell Lane water main is done and the sewer is still outstanding.
9. Primex has given one of our employees "Permanent Impairment" compensation. The date of injury dates back to January 05, 2011.
10. Linda Wight, Housing Coordinator sent a list of Tax Deeded properties to the Berlin Water Works. From the total of thirty (30) buildings, BWB will receive \$2,173.<sup>00</sup> for the one quarter that the City owned the buildings.
11. Approximately \$11k was collected from water disconnect notices that were sent out on September 19<sup>th</sup>, 2012. The staff is working on disconnect notices for tenant occupied properties.

It was moved by Commissioner Bertrand, seconded by Commissioner Poulin, with all in favor, to accept and place on file, the Berlin Water Works Monthly Status Report dated October 18, 2012.

It was moved by Commissioner Poulin, seconded by Commissioner Bertrand, with all in favor, to accept the Cashier's Report dated September 2012. Also at this time, the Board and Superintendent reviewed the First Quarter Budget Expenditures.

Old Business:

- a. HEB – 55 Willow Street Facility Upgrade –Project Complete – Contract Closure pending - Status: Superintendent Viens informed the Board that there was no change in status however; he did review the outstanding issues.
- b. Project Status – Planning & work- Status: Norway Street and Twitchell Lane are finished and most of the paving is complete. The river crossing pipe is ordered and we should be working on it next week. Attorney Michalik has been working on easement options for the Railroad crossing at Lessard Road on the Jericho Road High Pressure line project. Friday, Superintendent Viens will meet with our Attorney and York Land Surveyors to establish the right of way. Also several Brown Farm Well contracts were signed. We continue to work on the DOT design. Superintendent Viens informed the Board that the RUD Application for the Godfrey Transmission Line is not going well due to the additional forecast of revenue from the Bio-mass Project and from the FBOP; we will not qualify for funding. Our temporary staffing is dwindling as the

construction season is coming to an end. We are down to seven (7) employees. Maintenance has been completed at the Godfrey Dam pond. A leak was fixed on the pipeline at Godfrey. The State of NH OHRV Parks Department graveled a portion of the transmission road off of Route 110.

- c. Jeff Morgan- Allain – City Claim – Status - Superintendent Viens discussed this item during his monthly report review.
- d. AFSCME Local 1444 & City of Berlin Negotiations – Status: We have not participated in any meeting at this time. Attorney Michalik has been working on a contact list of Labor Contractor specialists to see what our options are regarding negotiations, as the City Manager has indicated that the City wants both PWD & BWW contracts combined.
- e. Other Old Business - There was nothing to report.

#### Under New Business:

- a. Approve Payment made for State Revolving Loan -07 in the amount of \$127,126.60 that was due October 1, 2012: - It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to approve the October 1, 2012 payment for SRL #07.
- b. Approve Payment for State Revolving Loan -02 in the amount of \$110,960.57 due November 1, 2012 - It was moved by Commissioner Bertrand, seconded by Commissioner Poulin, with all in favor, to pay SRL #02.
- c. Approve State Revolving Loan -01 in the amount of \$86,057.50, -03 in the amount of \$45,236.68 and -04 in the amounts of \$110,946.24 due December 1, 2012. – It was moved by Commissioner Poulin, seconded by Commissioner Caron, with all in favor, to pay SRL #01, SRL #03 & SRL #04.

#### Other and Communications

- a. Superintendent Viens informed the Board that our Radio Upgrade Project to comply with the FCC Mandate is complete. Superintendent Viens received and reviewed a letter dated October 11, 2012 from Jennifer Cloutier, Telecommunications Manager for the Berlin Police Department requesting an estimated cost of \$1,600.00 for the reprogramming of their radios to be able to communicate with BWW and PWD. It was moved by Commissioner Bertrand, seconded by Commissioner Caron, with all in favor, to allow the Superintendent to review options prior to payment.
- b. A letter dated October 2<sup>nd</sup>, 2012 was received from Joan Fitzsimmons from the Drinking Water & Ground Bureau, indicating that BWW failed the Lead & Copper Samples and that we had exceeded the lead action level. After several phone conversations for a path forward with our Foreman Steve Lefebvre, Superintendent Viens and Ms. Fitzsimmons, on October 10<sup>th</sup>, 2012, Ms. Fitzsimmons sent a letter rescinding their findings as they invalidated one sample and received two additional lead and copper routine sample results. Those results were used to recalculate

compliance. The next scheduled monitoring of samples will be July-Sept 2015. Also the test results passed for Tthm's and Haa5.

The Board agreed to hold their next regularly scheduled meeting at 12:00 noon on Wednesday, November 21, 2012 at our Willow Street Conference Room.

There were no Public-Board Comments.

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

The meeting did so adjourn at 1:06 pm.

A True Record:

ATTEST: \_\_\_\_\_  
Paul Poulin, Clerk of the Board

Note: After the meeting adjourned, Superintendent Viens informed the Board that the solar system for our 55 Willow Street location is ordered and will be installed in the fall. He also updated the Board about the Solar system for the Godfrey Dam.