

November 21, 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 and Debbie Baillargeon.

There was no Public – Board Comments.

It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to accept and place on file, the Minutes dated October 24, 2012.

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

1. Superintendent Viens shared with the Board the success of boring under the Androscoggin River. The Boring cost \$63,400 for 690 feet of water main. BWW will install the pipe on either end of the bore. This year 1250 feet of pipe was purchased plus a 40 foot piece of pipe from last year for a total of 1290 feet of pipe for the river boring project that we will receive reimbursement for from the funding agency. BWW will complete the piping to 100 feet from East Side River Road and to the edge of Riverside Drive this year to have final connections to Distribution system next year.
2. BWW financial payments in December are second only to the August payments. We received a reimbursement today in the amount of \$247,922 that will cover the three State Revolving Loan payments that are due in December. The heavy equipment payments (\$57.2k) are due at the end of December.
3. During the month of November the temporary employees were reduced to seven, the remaining seven will be layed off today.
4. There is still work to complete with the regular crew such as the River Crossing work and the Railroad crossing work on Jericho Road that is tentatively scheduled for next Tuesday. Commissioner Poulin asked if the boring could disturb the railroad tracks, Superintendent Viens stated that there is a slight possibility that it could happen but the Boring Company uses benonite around the pipe and once the water drains out of the benonite it hardens preserving the surface and soil compaction. The Railroad Company prefers boring under the tracks rather than open digging so tracks are not disturbed.
5. BWW was notified of several resolutions to be discussed at the City Council Meeting on November 19, 2012 regarding through the City Council Agenda posting.
6. Chemical Bids for 2013 Chemicals were sent out and are due December 18, 2012.
7. Under the direction of the Board of Water Commissioners at last month's meeting, staff sent letters to the four large users stating that we will be implementing monthly billings rather than quarterly billings as we presently

do for the Federal Bureau of Prisons. We have not had any feedback from the customers to date. The change will create a quarterly billing for February 1, 2012 for water used October, November and December, then a monthly billing for January water in February also.

8. We have received notification from Primex in reference to our Workman's compensation that was \$13,315 last year and will be \$14,380 for an 8% increase. The Unemployment will go from \$13,900 to \$22,000 a 60% increase over last year. The Property and Liability Insurance will increase from \$33,300 to \$34,600 for a 7% increase. Primex coverage for property and liability for BWW is less than we paid in 2000 with a private company that was competitively bid.
9. Superintendent Viens stated that the Board may have to discuss different options for "Forced Account" work regarding temporary employees and the new "Obama Care" program for health insurance coverage. This will be discussed at future meetings.

It was moved by Commissioner Poulin, seconded by Commissioner Bertrand, with all in favor, to accept and place on file, the Berlin Water Works Monthly Status Report dated November 16, 2012.

It was moved by Commissioner Bertrand, seconded by Commissioner Caron, with all in favor, to accept the Cashier's Report dated October 2012.

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 work BWW completed which was the water and sewer line to the new garage, it is in operation now- the crew will move over to the new garage this winter. Another item noted was that Smart Energy is in the process of installing the solar panels on the Office roof. The system consists of 90 - 250 watt panels for a total system of 22.5 kw.
- b. Project Status – Planning & work- Status: Superintendent Viens stated that BWW had installed all the underground water pipe for the Brown Farm Well Project. All of the E/I conduits for SCADA and electrical lines will be buried and the electricians are in the process of completing the connections except for the actual Well connection. The generator will be here in a week or two. There is still a scheduling problem for the natural gas line; Liberty Utilities has been busy with the Hurricane Sandy repairs to restore power. BWW is hoping to complete all final connections to the well in February so that the Brown Farm Well will be on line in February or March. The last item to discuss under project status is that BWW installed 12,409 feet of water main this year with 2,323 feet of services. The number is less than last year's amount of 12,800 feet but last years totals included work on Riverside Drive where two pipes were laid in the same trench. Commissioner Poulin asked how many more water lines are

in need of replacement; Superintendent Viens stated that the number is five to six miles. He will have updated numbers for the Board at the end of the year.

- c. Jeff Morgan-Allain – City Claim – Status – no change. Superintendent stated that there are still items to be discussed with the City. The invoice sent to Nelson Companies was sent to the City of Berlin and it was paid in the amount of \$3,516. Another item to discuss with the City is the \$1,600 dollar amount to make the Police Department radio compatible with the BWW and PWD radio system.
- d. AFSCME Local 1444 & City of Berlin Negotiations – Status: no change at this time.
- e. Other Old Business –
 - 1. BWW received an abutters notice for a variance for wind towers on Jericho Mountain. The only issue with BWW will be if an easement is required to access the towers.
 - 2. BWW received a letter from Senator Kelly Ayotte, BWW application for Rural Development Funds will not be processed, there is no waiver for Berlin and the population at the prisons puts Berlin over the 10,000 population limit. The city of Berlin previously had a permanent population waiver obtained through Senator Smith but it was replaced with a temporary waiver requested by the City of Berlin for the sewer project.
 - 3. There was no other old business at this time.

Under New Business:

- a. Approve Heavy Equipment Payments for the Cat Backhoe in the amount of \$12,844.12 (last payment), the Cat 420E in the amount of \$19,627.63 and the Komatsu WA 250 Loader in the amount of \$24,757.17. It was moved by Commissioner Poulin, seconded by Commissioner Bertrand, with all in favor, to approve the Heavy Equipment payments totaling \$57,228.92 in December.
- b. Approve Payment for Godfrey Dam Rural Development Loan in the amount of \$10,811.00 (2nd of 30). It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to approve the Godfrey Dam Rural Development Loan payment of \$10,811.00 to be taken electronically.
- c. Approve Payment for Water Main Rural Development Loan in the amount of \$47,355 that was taken electronically on 10/27/12(1st of 30). It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to confirm approval of payment for Rural Development Loan payment in the amount of \$47,355 that was approved at last month's meeting.
- d. Approve Dam Bureau Registration Fee – \$750.00. It was moved by Commissioner Caron, seconded by Commissioner Bertrand, with all in

favor, to approve the Dam Bureau Registration Fee in the amount of \$750.00.

- e. Christmas Luncheon- It was moved by Commissioner Bertrand, seconded by Commissioner Poulin, with all in favor, to approve a Christmas Luncheon for BWB employees on December 18, 2012.
- f. Approve Other and Communications

1. Superintendent Viens informed the Board that he had received a copy of a letter from EPA to the Berlin City Council referencing Berlin-Chlor-Alkali Facility (former) Superfund Site. The site involves a one mile radius around the former soda floc plant. Superintendent Viens tried to contact the City Planner and the City Manager but they were both out of work today. He will have discussions with them about hiring Geo Insight to research the area as it may impact local well owners as well as the aquifer area for the BWB Brown Farm Well. Superintendent will have more information at the next Board Meeting.
2. Superintendent Viens and Craig Carrigan went to inspect the Godfrey Dam after Hurricane Sandy and the found that the work that was completed as a result of Tropical Storm Irene withstood the high waters very nicely.
3. Coulombe Pond Tank Road was discussed by the Board, it was decided that Superintendent Viens should write a letter after consulting with Attorney Michalik, to the owner of the property and the logger who used the road for logging to request that they repair the road to its prior condition with rip rap and water bars the letter should be copied to the City of Berlin.

The Board agreed to hold their next regularly scheduled meeting at 12:00 noon on Wednesday, December 19, 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 Caron, seconded by Commissioner Bertrand, with all in favor, to adjourn this meeting.

The meeting did so adjourn at 1:08 pm.

A True Record:

ATTEST: _____
Paul Poulin, Clerk of the Board