

July 31, 2013

A regular meeting of the Board of Water Commissioners was called to order by Acting Chairperson David Bertrand at 12:00 noon. Commissioners present were Paul Poulin, Michael Caron, and via telephone Chairperson Lucien Langlois. Absent from this meeting was ex-officio member Mayor Grenier. Also present for this meeting was Superintendent Viens, employees Craig Carrigan, Steve Lefebvre and Lynne C. Lessard.

There was no Public or Board Comments.

It was moved by Commissioner Poulin, seconded by Chairperson Langlois, with all in favor, to accept and place on file, the Minutes of June 12, 2013.

Under the Berlin Water Works Monthly Status Report dated July 25, 2013, Superintendent Viens reviewed the following with the Board:

1. The office Solar System should produce three (3) megawatts this month.
2. Burgess Bio-Power has ordered two (2) meters and the backflow preventors and plan to install the items soon.
3. The Federal Prison is using only 15% of their full forecast amount.
4. Superintendent Viens informed the Board that one of the union-members is set to retire in February and was asked if BWW pays for a single or double health insurance contribution. Superintendent Viens said that we are doing research on this.
5. The Garland Company has evaluated, and submitted their report for the recommendation for repairs for the condition of the leaking roofs at the two (2) Androscoggin Facility buildings in June. BWW staff will go out for a quote for the work to determine cost.

It was moved by Chairperson Langlois, seconded by Commissioner Poulin, with all in favor, to accept and place on file the Berlin Water Works Monthly Status Report dated July 25, 2013.

Superintendent Viens reviewed the Cashier's Report for the month of June, 2013 and also discussed the FY13 – Budget Expenditures (07/01/12 thru Period 13 (June payables paid in July)). It was moved by Commissioner Poulin, seconded by Chair Langlois, with all in favor, to accept both Reports.

Under Old Business:

- a. Project Status –Brown Farm Well, NHDOT Projects, Summer Temp hiring, Hydro Status: The Brown Farm Well is operational and we are working on a punch list. We are going to collect data on the residual chlorine and are receiving proposals on static mixers. For the NHDOT project, we are working with Provan & Lorber to address all of the remaining drain and water conflicts. August 23, 2013 will be the last day for the summer students who have been flagging on our projects.

- b. Raw Water Transmission Main- Provan & Lorber - Status: Superintendent Viens said that 20 test pits will be dug starting on the dam side of the loop road. Also George Pozzuto, Consultant for BWW and Andy Sharpe and Jim Murn from Provan & Lorber attended a meeting on July 17, 2013 in Campton, NH it was conducted with representatives from USFS. They reviewed our application and should respond in writing within two (2) weeks. In September we are planning to start the work on the Godfrey Transmission Line.
- c. AFSCME Local 1444 & City of Berlin Negotiations-Status: The Board agreed to amend the agenda and discuss this item under closed session.
- d. Review Possible System Coverage Changes. The Board agreed to amend the agenda and discuss this item under closed session.
- e. Other Old Business: There was no other business at this time.

Under New Business:

- a. Approve August Payment Principal and Interest of '93, '94 and '95 Water Bonds \$644,137.50: Superintendent Viens briefly spoke about the finances and due to the timing of the project pay requests and large volume of inventory needed for construction, we may need to use our line of credit held at Bank of New Hampshire (formerly Laconia Savings Bank). It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to authorize the Superintendent, if needed to access the line of credit. Also, the Board suggested that the Superintendent contact the Northway Bank, to find out what their current rates are and possibly re-establish a line of credit with Northway. Superintendent Viens also informed the Board that this will be the last payment on the 1993 Water Bond. It was moved by Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to make the August 2013 payment to the City in the amount of \$644,137.50.
- b. Refinancing NHDES State Revolving Loans – Savings Superintendent Viens informed the Board that we were notified that there was an option to refinance our seven (7) State Revolving Loans. While working with Dan Dudley, NHDES, we developed several scenarios with our current rates/years of pay-back and proposed interest rates, terms and years. After discussion, it was moved by Commissioner Caron, seconded by Commissioner Poulin, to authorize the Superintendent to proceed with Option #05 and its implementation. Option #05 is as follows:

SRL #	CURRENT % & YEARS		PROPOSED % & YEARS	
SRL #01	3.8%	8	0.85%	5
SRL #02	3.8%	8	0.85%	5
SRL #03	3.704%	9	0.85%	5
SRL #04	3.704%	9	1.02%	6
SRL #05	3.728%	10	1.36%	8
SRL #06	2.688%	12	2.04%	12
SRL #07	3.104%	19	2.686%	19

- c. FY 2013 Annual Report Draft: The Board will review and respond with any comments to the office by the middle of August.
- d. Approve Other and Communications: There was nothing to come before the Board at this time.

The Board agreed to hold their next regularly scheduled meeting on August 21, 2013 at noon at their 55 Willow Street Office.

There were no Public-Board Comments.

At this time, Commissioner Caron, seconded by Commissioner Poulin, with all in favor, to enter into a Non-Public Session: RSA 91-A:3II(a) – Personnel – Wages-Grievance and RSA 91-A:2I(b-c) –Collective bargaining and consultation with legal counsel. By roll call vote, with all members voting in favor, the Board entered into the non-public session at 12:55 pm.

At 1:26 pm, by roll call vote, with all members voting in favor, the Board re-entered into the Public Session.

After returning to Public Session, it was moved by Commissioner Caron, seconded by Commissioner Bertrand to approve a counter offer to the Union for the Union Contract which reflects changes making the Contract effective August 1, 2013, with a September 1, 2013 implementation date with all cost items if the implementation of the new health insurance is established to be October 1, 2013. All four Board members voting in favor of the counteroffer.

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

The meeting did so adjourn at 1:27 pm

A True Record:

Paul Poulin, Clerk of the Board