

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 in attendance were Superintendent Roland Viens, Craig Carrigan, Steve Lefebvre and Lynne C. Lessard.

There was no Public or Board Comments.

It was moved by Commissioner Bertrand, seconded by Commissioner Poulin, with all in favor, to accept and place on file, the Minutes dated July 31, 2013 as amended.

Under the Berlin Water Works Monthly Status Report dated August 16th, 2013, Superintendent Viens reviewed the following with the Board:

1. H. E. Bergeron Engineers Inc. has notified BWB that they have changed their name to HEB Engineers, Inc. The name change is due to the owner retiring at the end of the year and Jay Poulin has been selected as President of the Company.
2. 5,700 feet of new water main has been installed to date this year.
3. We are currently finishing up on Riverside Drive. The schedule is to finish the water main work this week and services next week. Then all of the excavation and horizontal boring work will be completed, with paving to be scheduled thru September. The Riverside Drive Project started in 2011 and we have been doing sections since. A total of 17,390 feet of pipe has been installed. With all monies spent so far, it is about \$175.⁰⁰ per foot. This does not include numbers for the month of August.
4. Referring to the Berlin Reporter dated August 14th, 2013, there are 450 inmates at the Federal Correctional Institute, are up by 54 since June. The water usage has slightly increased.
5. The yearly 1993, 1994 & 1995 Water Bonds in the amount of \$644,137.⁵⁰ was paid to the City. The 1993 Water Bond is now paid in full. We received the State Filtration Funds in the amount of \$156,620.⁰⁰ for payment toward the water bonds.
6. The Bio-Mass meters and backflows are being installed today.
7. New Well back-up generator and system testing was done yesterday.

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 August 16, 2013.

It was moved by Commissioner Poulin, seconded by Commissioner Caron, with all in favor, to accept and place on file, the Cashier's Report for the month of July, 2013.

Under Old Business:

- a. Project Status –Brown Farm Well, NHDOT Projects, Temp staffing, Hydro, and Water Main Work Status: The Brown Farm Well was run yesterday and the purpose of the test was to transfer over to PSNH and back up to the Generator to simulate a power-failure. Also we are continuing to work on the punch list and still in the process of getting estimates to determine the exact cost of roof Repairs. NHDOT Status: Nothing to report. As for temp staffing, college students will be leaving 8/23/13, Norm Sevigny is back out from his last year's injury, and we will be rehiring a former temp employee and adding two new members. Superintendent Viens spoke about the water main work status during the monthly status report.
- b. Raw Water Transmission Main- Provan & Lorber - Status: Superintendent Viens reported to the Board that he and the staff estimated that if we do all of the work this fall it would come to about \$500,000.⁰⁰. We are going to pull back and just do the minimum amount of work. We are not in the financial position at this time. We have a five year window to complete the work so it will not be necessary to re-apply for permits. There is an issue regarding the wetlands delineation and the engineer scope which Superintendent Viens is working on.
- c. AFSCME Local 1444 & City of Berlin Negotiations-Status: This item moved to the closed session.
- d. Refinancing NHDES State Revolving Loans – Savings – Status: After the Board approved the recommendation to refinance our seven State Revolving Loans last month; we notified NHDES's Dan Dudley he has provided the revised draft payment schedules. Superintendent Viens handed out the Loan Charge Rate Adjustment Calculation Effective Date 10/01/13. We should be receiving the official paperwork for the Chair's signature within the next few weeks.
- e. Other Old Business Status: There was nothing to report.

Under New Business:

- a. It was moved by Commissioner Bertrand, seconded by Commissioner Caron, with all in favor to approve payment of the NHSRL #06 in the amount of \$118,662.69.
- b. Superintendent Viens informed the Board that our Revenue Anticipation Note in the amount of \$1.025m at the Bank of NH (formally Laconia Savings) is set to expire October 26, 2013 and we will not be renewing as this was established specifically for the Rural Development Project. We are in the process of establishing a Line of Credit in the amount of \$500,000.⁰⁰.
- c. Other Old Business: Employee Ralph Lapointe will be retiring in February 2014 and had questions about his health insurance coverage. BWW will pay 100% for a 2-person plan for three years (until he turns 65)

as we have done the same for two other union employees who used the early retirement program.

There was no other old business to discuss.

The Board agreed to hold their next regularly scheduled meeting on September 25th, 2013.

There were no Public-Board comments.

At this time by roll-call vote, the Board entered into a Non-Public Session: RSA 91-A:3II(a) – Personnel – Wages-Grievance RSA 91-A:2I(b-c) –Collective bargaining and consultation with legal counsel at 12:35pm.

At 12:44pm, by roll call vote, with all members voting in favor, the Board re-entered into the Public Session.

During the closed session, the Board discussed the pending approval of the City of Berlin Water Works & #1444 labor contract. At this time, Commissioner Bertrand made a motion, seconded by Commissioner Poulin, with all in favor, to ratify the Labor Contract as amended and the motion was approved by all.

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

The meeting did so adjourn at 12:48pm.

A True Record:

Paul Poulin, Clerk of the Board