



**Manchester Water Works  
Board of Water Commissioners  
Board Meeting Agenda  
January 16, 2020**

---

The Special Meeting (Public Participation) will begin at **3:25 p.m.** on **Thursday, January 16, 2020** followed by the regular meeting of the Board of Water Commissioners to be held in the Conference Room at 281 Lincoln Street. The following items will be considered:

**SPECIAL MEETING (PUBLIC PARTICIPATION):**

1. President pro tem Trombly (President) calls Special Meeting to order.
2. President for the Pledge of Allegiance.
3. A moment of silence is observed.
4. Clerk pro tem Miccio (Clerk) calls the roll.
5. President advises that the purpose of the special meeting is to give residents of Manchester and the Water Works franchise the opportunity to address the board on items of concern affecting the community; that each person will be given only one opportunity to speak, all comments shall be limited to three minutes and any comments must be directed to the President.
6. President requests that any resident wishing to speak come forward to the podium, clearly state your name and address when recognized, and give their comments.
7. President advises that if there was no one else present wishing to speak, a motion would be in order to take all comments under advisement and further to receive and file any written documentation presented.
8. President advises if there is no further business, a motion is in order to adjourn.

**REGULAR MEETING:**

1. President calls the Regular Meeting to order.
2. The Clerk calls the roll.
3. Election of President of the Board of Water Commissioners and Clerk
4. Commission Rules and Procedures
5. Appointment of 2020 Water Board Committee Assignments
6. Appointment of Board Member to Sick Leave Bank Committee

**Manchester Water Works**

**281 Lincoln St., Manchester, NH 03103, tel. 603-624-6494, fax: 603-628-6020**



**Manchester Water Works  
Board of Water Commissioners  
Board Meeting Agenda  
January 16, 2020**

7. Accept minutes of previous Board Meeting of December 19, 2019
  8. Motion to adjourn into non-public session – RSA 91-A:3 II(c) Matters that, if discussed in public would adversely affect the reputation of someone *other than a member of the public body*.
  9. Accept Finance Committee Report
  10. Communication - Director's Report
    - a. Financials - Sarah Demos, Deputy Director, Finance and Administration
    - b. Personnel
    - c. Treatment and Supply - David Miller, Deputy Director, Water Treatment and Supply
    - d. Watershed - John O'Neil, Watershed Property and Land Manager
    - e. Distribution - Guy Chabot, Deputy Director, Water Distribution
    - f. Appointment to New Hampshire Water Council
  11. Presentation of MWW Fiscal Year June 30, 2019 Financial Audit
  12. Bid Proposals – Derryfield Pump Station Improvements
  13. Acceptance of Grant Award – Asset Management Grant, \$20,000
  14. Approval of GO Bond – Wheel Loader Backhoe
  15. Updated Schedule of Proposed Dates for 2020 Water Board Meetings
  16. Report of Committees (if available)
  17. New Business
  18. Adjournment - if there is no further business, a motion is in order to adjourn.
- cc: Aldermen, City Solicitor Emily Rice, Esq., Planning Board, Manchester Union Leader, Hippo Press, Auburn Board of Selectmen, Town of Hooksett, Town of Derry, News Directors – WGIR, WMUR-TV, WFEA  
agenda 1/16/2020

**Manchester Water Works**

**281 Lincoln St., Manchester, NH 03103, tel. 603-624-6494, fax: 603-628-6020**

**SPECIAL MEETING  
BOARD OF WATER COMMISSIONERS  
(PUBLIC PARTICIPATION)**

**January 16, 2020  
Conference Room**

**3:30 p.m.  
281 Lincoln Street  
Manchester, NH**

**Present:** President William Trombly, Jr., Commissioner Linda Miccio, Clerk, Commissioner Omer Beaudoin, Comm. Judy Reardon, Commissioner Hal Sullivan (by electronic participation), Director Philip Croasdale, Deputy Director-Water Distribution Guy Chabot, Deputy Director-Water Treatment and Supply David Miller, Deputy Director-Finance and Administration Sarah Demos and Watershed Land and Property Manager John O'Neil.

President Pro Tem Trombly (President) calls the meeting to order. President Trombly calls for the Pledge of Allegiance. A moment of silence is observed. The Clerk Pro Tem Miccio (Clerk) calls the roll. There is a quorum present.

President advises that the purpose of the special meeting is to give residents of Manchester and the Water Works franchise the opportunity to address the Board on items of concern relative to public water supply; that each person will be given only one opportunity to speak, all comments shall be limited to three minutes and any comments must be directed to the President.

President requests that any resident wishing to speak come forward to the podium, clearly state their name and address when recognized, and give their comments.

President advises that if there was no one else present wishing to speak, a motion would be in order to take all comments under advisement and further to receive and file any written documentation presented.

President advises if there is no further business, a motion is in order to adjourn. With no further business, on MOTION by Comm. Miccio, seconded by Comm. Reardon, the Board approved to adjourn the special meeting and move on to the regular meeting of the Board. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

**MANCHESTER WATER WORKS  
BOARD OF WATER COMMISSIONERS MEETING**

January 16, 2020  
MWW Conference Room

3:30 p.m.  
281 Lincoln Street  
Manchester, NH

**Present:** President William Trombly, Jr., Commissioner Linda Miccio, Clerk, Commissioner Omer Beaudoin, Commissioner Judy Reardon, Commissioner Hal Sullivan (by electronic participation), Director Philip Croasdale, Deputy Director-Water Distribution Guy Chabot, Deputy Director-Water Treatment & Supply David Miller, Deputy Director-Finance & Administration Sarah Demos and Watershed Land & Property Manager John O'Neil.

1. **President pro tem calls the Regular Meeting to order.**
2. **The Clerk call the roll.** There is a quorum present.
3. **Election of President and Clerk of the Board of Water Commissioners** - President Pro Tem Trombly announced that the election of President and Clerk would be taken up at this time.

Comm. Miccio MOVED to nominate Comm. William Trombly, Jr. to the position of President of the Board of Water Commissioners, seconded by Comm. Reardon. With no further nominations, Comm. Trombly accepted a MOTION to close nominations by Comm. Miccio, seconded by Comm. Sullivan. Following close of nominations, a vote was then taken to confirm Commissioner William Trombly, Jr. as President which passed unanimously. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

President Trombly MOVED to nominate Comm. Linda Miccio to the position of Clerk of the Board of Water Commissioners, seconded by Comm. Sullivan. With no further nominations, President Trombly accepted a MOTION to close nominations by Comm. Sullivan, seconded by Comm. Reardon. Following close of nominations, Comm. Miccio was unanimously confirmed as Clerk of the Board. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

4. **Commission Rules and Procedures** - On MOTION by Comm. Miccio, seconded by Comm. Reardon, the current Operating Rules of the Board of Water Commissioners were re-adopted for the ensuing year. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.
5. **Appointment of 2020 Water Board Committee Assignments** - President Trombly reviewed the Committee Assignments for 2020. Each commissioner was assigned to Chair one of the committees. The Board accepted the committee assignments as submitted.
6. **Appointment of Board Member to Sick Leave Bank Committee** - Comm. Beaudoin accepted his re-appointment to serve on the Sick Leave Bank Committee in 2020.
7. **Accept Minutes of Previous Board Meeting of December 19, 2019** - Minutes of the previous meeting were approved on MOTION by Comm. Reardon, seconded by Comm. Miccio. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

Director Croasdale announced that City Solicitor Emily Rice was unable to attend today's meeting so we will continue with agenda item 9, the Finance Committee Report and go into non-public session, agenda item 8, after agenda item 17, New Business.

9. **Accept Finance Committee Report** - The Finance Committee reviewed and recommended acceptance of 78 bills amounting to \$1,089,329.24. Large payments for the month included: Atlantic As

phalt Paving \$145,325.50, Biszko Contracting Corp. \$96,468.00, Borden & Remington Corp. \$8,209.72, Carus Chemical Co. \$20,733.14, EDF Energy Services, LLC \$47,533.38, Eversource \$33,445.90, HTE Northeast \$6,930.00, Harcros Chemicals, Inc. \$17,458.58, Holland Company, Inc. \$13,780.20, Hoyle, Tanner & Associates, Inc. \$11,515.00, Lucity, Inc. \$11,462.32, City of Manchester DPW – Facilities Div. \$6,036.53, City of Manchester Highway Dept. \$117,914.39, NHDES \$367,632.00, NH Print & Mail \$10,336.56, Plourde Sand & Gravel Co., Inc. \$7,299.41, E.J. Prescott, Inc. \$11,417.95, Univar USA, Inc. \$8,832.66 and Weston & Sampson Engineers, Inc. \$16,442.96.

Comm. Miccio reviewed the bills this month and reported all disbursements appeared in order.

The report of the Finance Committee was approved on MOTION by Comm. Sullivan, seconded by Comm. Reardon. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

10. **Director's Report** - Director Croasdale presented the Director's Report to include monthly financials, personnel, updates from the Water Treatment and Supply, Watershed and Distribution Divisions and an appointment to the NH Water Council.

a. Sarah Demos, Deputy Director-Finance & Administration, reported on the financials for the six months ending December 31, 2019.

**Statement of Net Position** - The June 30, 2019 column is audited and matches the Financial Statements for the Year Ended June 30, 2019 distributed today. Cash is a bit lower than usual due to the large debt payments we have in December. This happens each year and is not a cause for concern.

**Statements of Revenues and Expenses** - Revenue is up but is still a bit low for this time of year which is consistent with consumption.

The schedule of operating expenses - the Watershed Division is significantly under the 50% that we anticipate this time of year at 33%. In the Water Supply Division, the last few months had overages in the Chemicals and Purchased power line items as well as the Repairs and maintenance line. These have been realigned due to the quieter time of year and we have also cut down on repairs and maintenance. The water wheel is running which should save further money on the Purchased power line. In the Distribution Division, we are still a little over due to the Repairs and maintenance in distribution which will hopefully level out depending on the number of leaks that occur over the winter. The Finance and Administration Division is right at the 50% budget total which is typical as this division is not as seasonal as the other divisions. Overall, MWW is just about halfway through the budget so we are looking good.

The schedule of operating revenue - actual versus budgeted page discloses total revenues are over 50%. It does look good in a theory but we should be a little higher at this time of year since we collected bills for the summer months that have higher usage. The comparative water consumption page reports consumption at 98.73% of prior year consumption. The last page is the MWW quarterly payroll summary reporting for the first half of the fiscal year. It does show the total is at 49.61% spent for the MWW budget.

b. Concerning personnel issues, Director Croasdale stated the open Watershed Maintenance Worker II and two (2) Watershed Maintenance Worker I positions were filled recently. One of the candidates currently works for the Highway Department and be starting with MWW at the beginning of April. The other two candidates will begin with MWW in the next few weeks.

Currently, there are two open positions posted to the public to be filled; a Public Services Worker II and the open Inventory Specialist I position which has been requested to the Board of Mayor and Aldermen through the Human Resources and Insurance Committee to be changed to an Inventory Specialist II.

There were no reported injuries this month.

There were no filed grievances for the month.

10. c. Deputy Director Miller updated the Board on the Water Treatment and Supply Division. The hydroelectric generator is running; the reconditioning of that was completed last week. The lake is spilling and the WTP staff turned on the hydro on Monday, January 13<sup>th</sup> and we expect to run that for several weeks until we pull the lake down about 10" to 12". We typically get some significant snow pack, although that remains to be seen and the lake will fill rapidly during spring melt so we want to have enough storage for that. It is a profitable exercise in that piece of equipment; it generates about \$1,000 per day that offsets what we would otherwise be paying the electric utility.

Water quality is excellent at the plant; the operators are doing a tremendous job. There is a lot going on inside the plant. There is an HVAC system overhaul that we hope is going to be complete in a few weeks.

Regarding the Merrimack River WTP, we are just a little over a month into the final design phase for that treatment facility. We do have a progress meeting scheduled for Monday, January 27<sup>th</sup>; periodic meetings will be ongoing throughout the design process.

The Derryfield Pump Station improvements project will be reviewed on agenda item 12. MWW had two prequalified contractors for this project but only one bid was received. Deputy Director Miller added the bid was a good number, lower than budgeted, and staff was pleased with it. This project should be starting up in a couple of months. The contractor must provide the required bonding, and sign the Agreement before we send them a notice to proceed.

The scope of work for the Main Dam Improvements project is progressing. Our consultant, Milone & MacBroom is evaluating three options for the canal component of the engineering design. MWW will be receiving comparative numbers for staff to determine how to proceed with the canal option of the project.

- d. Watershed Land & Property Manager O'Neil reported the readings on the watershed: at the gauging station, water is spilling over a foot so there is a lot of water coming into the main lake; Tower Hill Pond is full and spilling and the lake is 2½" over the dam. Since there is plenty of water, the water wheel is running which is good.

Currently, Mr. O'Neil and Forester Patrick Smerczynski are working to set up some timber harvesting on our properties. We do budget on a certain level of timber harvesting every year as part of our sustainable timber harvesting program. It is also a small revenue stream for us. We have been out in the woods mapping and scouting many areas to locate and estimate the current volume of quality timber and its market value which is also known as timber cruising.

We are anxiously awaiting the closing on the Parker Farm Conservation Easement across the lake. Hopefully, this will take place by the end of the month or early next month.

The Watershed crew has been working diligently on the restoration of the white farmhouse. There is plenty of work going on renovating the offices and we have also been working around the site and out at the lagoons trying to do some improvements. The crew has been out completing some woods work Patrick has identified as areas to work on in preparation for timber harvesting.

We have three new positions that we interviewed for and filled; all three new hire candidates are from outside the Water Works and are going through the City's hiring process.

Watershed Land & Property Manager O'Neil distributed summaries of the 2020 Legislative Session regarding property rights and timber harvesting and stated MWW has membership in the NH Timberland Owners Association (NHTOA) which is a lobbying group in the State that represents timberland owners, foresters, loggers, land owners and people in the wood products industry. They heavily monitor the legislative session; we work with them and have a good relationship with them. They are monitoring approximately 100 bills that have to do with property ownership, land ownership,

timber cutting and related items. The NHTOA sent out a spreadsheet that is very detailed and too lengthy to print but Mr. O'Neil would be happy to copy for anyone who would like to peruse the entire list of proposed bills and supporting information. Mr. O'Neil created a summary of the eight proposed bills that would be relevant to MWW property. MWW agrees with the NHTOA's position to oppose or support these bills. These are in the very early stage of the legislative session and we will monitor all relative to MWW's property management and timber harvesting.

Director Croasdale added the MWW division heads attended the joint NEWWA and NHWWA January meeting today in Nashua and one of the topics discussed was the 2020 legislative session for water related legislation. There is really nothing earth shattering that is being brought up this year. We will include a 2020 legislative update in the February Board books.

e. Deputy Director Chabot reported the Distribution Division has had six (6) leaks since our last meeting. The construction crews have been fixing the leaks, are out conducting winter valve inspections and fixing hydrants that were broken as part of the winter storms. The Engineering Department is actively planning and designing the relays and cleaning and lining projects for the 2020 construction season and also updating all of our records from last year. The Meter Department is busy reading meters, testing backflows and exchanging meters; the same thing they do all year.

President Trombly asked if the six (6) leaks were weather related to which Deputy Director Chabot replied these were all circumferential leaks.

f. Director Croasdale informed the Board that he was appointed to the NH Water Council (Council) by the Governor and Executive Council at their January 8, 2020 meeting. The Water Council is one of four New Hampshire Environmental Councils along with Air Resources, Waste Management and Wetlands.

Duties of the Council include:

- Consulting and advising the Director of the Water Division (NHDES) with respect to policy, programs, goals and operations of the Water Division (other than those related to wetlands and the Shoreline Water Quality Protection Act) with particular emphasis on long-range planning and public education.
- Hear and decide administrative appeals from Department decisions relative to the functions and responsibilities of the Water Division.
- To review all rules proposed by the Water Division.

The appointment is a four-year term. Council meets the second Wednesday of every month at 9:00 a.m. and meetings are open to the public.

11. **Presentation of MWW Fiscal Year June 30, 2019 Audit** - Director Croasdale announced Deputy Director Sarah Demos, CPA will present the Manchester Water Works June 30, 2019 audited financial statements. Ms. Demos stated auditing standards require the auditors to communicate with the governing body and in the event, they do not do a presentation, which is very common, they send a letter. We will have that letter sent to you. The auditors come in and review our records in detail. The independent auditor's report provides readers the assurance that our books are in good order. The financial statements referred to in this packet are presented fairly in all material respects.

Moving on to page four, this is Management's Discussion and Analysis (MD&A), a five-page summary of the overview and highlights for the year and projections for the upcoming year. There is nothing in this section that you do not already know about. It highlights all of the big projects we have going on and the ones planned for the upcoming year. It includes a three-year Summary of our Net Position and Summary of Changes in Net Position. You can see the 2019 Change in Net Position was higher than it was the previous year; that was driven by Capital Contributions from the MSDC project.

On the next page, in the Significant Accomplishments of MWW for Fiscal Year 2019; this summarizes all of the main relay work, the Capital Contributions, the cleaning and lining, the new 3MG tank in Londonderry, the Cohas Pump Station Improvements and some of the other smaller improvements that we have done. Pages seven and eight summarize next year's budget; next year being the year we are in right now.

Pages nine and ten are the Statements of Net Position. This is a detailed version and the whole first page is made up of MWW assets. Right in the middle of the page, under Noncurrent Assets, our Restricted cash and cash equivalents is \$24M. This is one of the most significant changes this year and is related to the work being done on the Merrimack River Water Treatment Plant (MRWTP) project and also the MSDC, the \$11M we collected from the State. Those are restricted funds that can only be spent on the MRWTP which is why they are not shown with our regular cash at the top of the page.

On the next page, there are a few changes that I wanted to point out; under Current Liabilities, there is a Due to State of New Hampshire for \$4.9M which is a significant increase from the prior year. The Cohas Pump Station and Londonderry Tank loan that we have been drawing down on from the State is a reimbursement-based loan. Every time that MWW pays a bill, we can submit to the State to reimburse. We actually do this on a monthly basis for whatever bills we paid over the previous month. Over the course of FY 2019, we did spend and get reimbursed a significant portion of that loan. That has dwindled down and we will be finalizing that loan shortly.

Also new, under the Current portion of long-term liabilities and again under the Noncurrent Liabilities, is our Capital lease for the two loaders purchased in FY2019 under three-year leases.

The Unearned MSDC funding under Noncurrent Liabilities is \$7.6M. Per the Southern New Hampshire Interconnection Agreement, MWW will build the Merrimack River WTP before we have the ability to provide the full 3.13M gallons of water. Once the new WTP is built and Phase II is complete, MWW can recognize the rest of that revenue.

Moving on the Statement of Revenues, Expenses and Changes in Net Position, this is the operating expenses summarized by each division with the detail on pages 45 - 47. Under Nonoperating Revenues is the Grant for conservation easement, the \$1.7M that we received from the Tower Hill Pond sale of development rights.

12. **Bid Proposals - Derryfield Pump Station Improvements** - One bid was received and opened for the Derryfield Pump Station Improvements Project on Wednesday, January 15, 2020 at 2:00 p.m. with Comm. Reardon presiding. One of two pre-qualified bidders provided a bid. PENTA Corporation's bid was in the amount of \$1,350,000.

The project was budgeted at \$1,600,000 and included \$167,400 for design and construction engineering. Staff therefore recommends that the bid, in the amount of \$1,350,000 be awarded to PENTA Corporation.

On MOTION by Comm. Miccio, seconded by Comm. Reardon, the Board accepted PENTA Corporation's bid proposal in the amount of \$1,350,000 for construction of the Derryfield Pump Station Improvements meeting full requirements. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

13. **Acceptance of Grant Award - Asset Management Grant, \$20,000** - MWW has applied for and been awarded a \$20,000 grant from the NHDES for the purpose of further developing our Asset Management Program. A few years ago, MWW used some of the funds of this grant program to purchase and begin implementing our Asset Management Software, Lucy. Since then, we have continued to enhance the system's ability to manage the Distribution Division's assets. With these added funds, we can complete that process and begin the phase of adding the Watershed Division's assets to the software's capability.

This grant requires a matching contribution; therefore, we have to spend \$40,000 to receive the \$20,000 grant. We currently have funds budgeted for our portion of the contribution in our capital budget. That along with salaries and benefits allowed as matching costs should equal or exceed the \$40,000.

On MOTION by Comm. Miccio, seconded by Comm. Reardon, the Board accepted grant funding in the amount of \$20,000 for the New Hampshire Department of Environmental Services Asset Management Grant Program. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

14. **Approval of GO Bond - Wheel Loader Backhoe** - This is to request that the Board authorize MWW to purchase general obligation (GO) bonds in the amount of \$149,100 for the purchase of one 2019 CAT 420F2IT wheel loader backhoe. We have budgeted \$31,250 in the current year FY2020 Budget for the first of four installments (\$125,000 total). The added cost of \$24,000 are for; Caterpillar Pin Grabber Coupler, 24" SD Bucket, Hammer Bracket Cap, \$5,900; Caterpillar H80S Hydraulic Hammer with Cone Point, \$16,000; 5 Year/4000 Hour Powertrain and Hydraulics Warranty, \$2,200.

The City is going out for bonding in April or May of this year. The current capital lease rate is 2.5% to 2.7%. When we spoke with the Finance Director, the rates for the GO bonds could be in the 1% to 1.5% range. This will leave us open to allow MWW to obtain the best rates possible.

On MOTION by Comm. Reardon, seconded by Comm. Miccio, the Board authorized bonds, notes or lease purchases in the amount of \$149,100 for the purchase of one 2019 CAT 420F2IT wheel loader backhoe and hydraulic hammer. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

15. **Updated Schedule of Proposed Dates for 2020 Water Board Meetings** - The Board approved the dates for the 2020 Water Board meetings as submitted.

16. **Reports of Committees** - There were no reports from committees.

17. **New Business** - Director Croasdale included an informational page in the supplemental folder regarding a request that the Board authorize MWW to purchase general obligation bonds in the amount of \$1,000,000 for the remaining improvements at the Cohas Pump Station. These are much needed improvements; it is the Water Works original Pump Station; it is an iconic, historical site and a beautiful, impressive building that stands out.

At the April 2019 meeting, we presented a change order from the contractor (Penta Corp.) hired to perform the Cohas Pump Station Improvements for structural work on the interior roof of the pump station. The Board agreed the change order was for a significant amount of work (\$270K) and recommended we go out to bid for the project.

In September 2019, we had no bidders attend the mandatory pre-bid meeting which meant we had no potential bidders. As a result of later conversations with the City Solicitor's office, we determined our options were to negotiate with Penta Corp. to either honor the previous quote of \$270K or negotiate a new price with them. To date, we have yet to come to an agreement with Penta or another contractor.

In the process of doing this, we have also solicited quotes for the outside roof and received one (awaiting two more). In addition, there is work to be done to repair or replace windows, and grading and paving the driveway. We estimate this cost at \$150K. In total, the estimated costs are \$350,000 for the interior structural roof improvements; \$450,000 for the exterior roof replacement; and \$150,000 for the windows and paving.

On MOTION by Comm. Miccio, seconded by Comm. Reardon, the Board authorized bonds, notes or lease purchases in the amount of \$1,000,000 for the improvements at the Cohas Pump Station. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

For informational purposes, Director Croasdale mentioned when he attended the joint NEWWA and NHWWA meeting, he spoke with the Engineer who is working on the Southern NH Interconnection Project. The Engineer informed Director Croasdale that the Town of Salem intends to take all of their allocated water right away and the same with the Town of Hampstead. They intend to have connections completed between Derry and Salem and Salem into Hampstead by June of this year and the connection into Plaistow by the end of the year. The Director's cash flow projections may increase \$400K to \$500K annually according to this information which is encouraging in maintaining MWW infrastructure.

President Trombly announced we will continue with agenda item 8 and requested the meeting go into non-public session in accordance with RSA 91-A:3, II (c), to discuss matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. A MOTION was by Comm. Miccio, seconded by Comm. Reardon. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

On MOTION by Comm. Miccio, seconded by Comm. Sullivan, the Board voted to leave non-public session. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried. There were no votes were taken in non-public session.

On MOTION by Comm. Miccio, seconded by Comm. Reardon, the Board voted to seal the non-public minutes because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

The next public participation meeting followed by the regular meeting of the Board of Water Commissioners is scheduled to be held on Thursday, February 20, 2020 beginning at 3:25 p.m. in the conference room at 281 Lincoln St., Manchester, N.H.

On MOTION by Comm. Sullivan, seconded by Comm. Miccio, the meeting was adjourned at 5:07 p.m. A roll call was taken, Comm. Beaudoin – yes, Comm. Reardon – yes, Comm. Sullivan – yes, Comm. Miccio – yes, Pres. Trombly – yes. There being none opposed, the motion carried.

Respectfully submitted,



Linda L. Miccio  
Clerk