

**COAKLEY EXECUTIVE COMMITTEE
Thursday, July 15, 2020, 10:00 a.m. Teleconference
Meeting Minutes**

The Coakley Executive Committee (EC) Teleconference call commenced at 10:02 a.m.

Conferenced in by phone: Chairman Eric Spear, Seth Jaffe, Esq., Curtis Shipley, Esq., Robert Sullivan, Esq. Peter Britz, Dan MacRitchie, Joe Montello and Marian Steimke.

Guests conferenced in by phone: Michael Tully, N. Hampton, Mindi Messmer.

Chairman Spear read the following:

Per NH RSA 91-A:2, III (b) the Chair has declared COVID-19 outbreak an emergency and has waived the requirement that a quorum be physically present at the meeting pursuant to the Governor's Executive Order 2020-04, Section 8, as extended by Executive Order 2020-10, and Emergency Order #12, Section 3. Members will be participating remotely and will identify their location and any person present with them at that location. All votes will be by roll call.

I. Review the minutes of the June 11, 2020 Coakley Teleconference call.

A motion was made by Attorney Seth Jaffe to approve the minutes of the June 11, 2020 meeting; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve the June 11, 2020 minutes.

OU-1

II. BILLS

CITY OF PORTSMOUTH:

A.	Invoice #2900428791 dated 6/22/2020 Peter Britz services - June 2020	\$2,750.00
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A motion was made by Attorney Seth Jaffe to approve item II – A for payment; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve item II – A for payment.

CES, INC.

Payment Certifications dated 7/15/2020
Invoices dated: 6/26/2020
Services rendered through: 5/31/2020

B.	Invoice #20202761 General technical assistance	35%	\$1,026.38
C.	Invoice #20202760 2020 Spring Sampling	35%	\$18,604.53
D.	Invoice #20202763 Fall 2019 Sampling	35%	\$2,616.69

Peter said all the OU-1 CES invoices are all partially billed to OU-2 as well. Item B is for weekly calls with DES and EPA, coordinating contacts and putting together minutes. Item C was for Eastern Analytical charges for field work and sampling and well maintenance. Item D charges related to finalization of the annual report and notification of residents of water quality samples. This work is hopefully all completed at this point. The report will be sent to the agencies any day now.

A motion was made by Attorney Seth Jaffe to approve items II – B, C, D for payment; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve items II – B, C, D for payment.

DC MACRITCHIE, LLC

E.	Invoice #205612	50%	\$1,380.00
	Payment Certification dated: 7/15/2020		
	Invoice dated: 6/12/2020		
	Services rendered through 6/11/2020		

Peter explained that the charges were for helping with the budgeting and getting a better process together to keep closer tabs on consultants and cash flow reporting to regulators.

A motion was made by Attorney Seth Jaffe to approve item II – E for payment; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve item II – E for payment.

Bob Sullivan joined the meeting at this time: 10:06 a.m.

III. OU - 1 ACTION ITEMS

Assessments were sent out on 11/26/2019 and were due by 1/31/2020.

PRP	Percentage	Requested Amount	Amount Received	Date Received
City of Portsmouth	53.553%	\$166,014.00	\$166,014.00	12/10/2019
Town of Newington	5.462%	\$16,932.00	\$16,932.00	1/21/2020
Town of N. Hampton	4.062%	\$12,592.00	\$12,592.00	12/16/2019
Generators	20%	\$62,000.00	\$62,000.00	1/15/2020
Browning-Ferris	12.308%	\$38,155.00	\$38,155.00	12/30/2019
Waste Management	4.615%	\$14,307.00	\$14,307.00	1/21/2020
TOTALS	100%	\$310,000.00	\$310,000.00	

IV. OU - 1 RECORD ITEMS

A. OU – 1 Balance as of 7/13/2020: \$379,218.42

OU-2**V. BILLS****CITY OF PORTSMOUTH:**

A. Invoice #2900428791 dated 6/22/2020 \$2,750.00
Peter Britz services - June 2020

A motion was made by Attorney Seth Jaffe to approve item V – A for payment; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve item V – A for payment.

CES, INC.

Payment Certifications dated 7/15/2020
Invoices dated: 6/26/2020
Services rendered through: 5/31/2020

B. Invoice #20202761 65% \$1,906.12
General technical assistance

- | | | |
|----|--|--------------------|
| C. | Invoice #20202763
Fall 2019 Sampling | 65% \$4,859.56 |
| D. | Invoice #20202762
Bedrock Investigation Work Plan: MW-6 | 100% \$2,655.35 |
| E. | Invoice #20202760
2020 Spring Sampling | 65% \$34,551.28 |

Peter explained Item D as being work to setup borehole geophysics, interval packer sampling and preparation of a hydro graph in preparation for pump test at MW-6.

A motion was made by Attorney Seth Jaffe to approve items V – B, C, D, E for payment; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve items V – B, C, D, E for payment.

Mindi Messmer joined the meeting at this time 10:08.

DC MACRITCHIE, LLC

- | | | |
|----|--|-------------------|
| F. | Payment Certification dated: 7/15/2020 | 50% \$1,380.00 |
| | Invoice #: 205612 | |
| | Invoice dated: 6/12/2020 | |
| | Services rendered through 6/11/2020 | |

A motion was made by Attorney Seth Jaffe to approve item V – F for payment; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve item V – F for payment.

VI. OU - 2 ACTION ITEMS

Assessments were sent out on 11/26/2019 and were due by 1/31/2020.

PRP	Percentage	Requested Amount	Amount Received	Date Received
City of Portsmouth	53.551%	\$334,693.00	\$174,693.00	12/10/2019
CoP 2nd payment			\$160,000.00	7/13/2020
Town of Newington	5.463%	\$34,144.00	\$34,144.00	1/24/2020

Town of N. Hampton	4.063%	\$25,394.00	\$25,394.00	12/16/2019
Generators	20%	\$125,000.00	\$125,000.00	2/11/2020
Browning-Ferris	12.308%	\$76,925.00	\$76,925.00	12/26/2019
Waste Management	4.615%	\$28,844.00	\$28,844.00	1/21/2020
TOTALS	100%	\$625,000.00	\$625,000.00	

Payments of all assessments are up-to-date.

VII. OU - 2 RECORD ITEMS

A. OU-2 Balance as of 7/13/2020: \$790,037.69

COMBINED OU-1 & OU-2

VIII. COMBINED OU – 1 & OU – 2 ACTION ITEMS

A. Report of Peter Britz of the City of Portsmouth dated 7/15/2020

Spring Sampling: The work is complete now, and we should have results soon.

Annual Report: The report is essentially finalized.

Surface Water Work: The railroad got in touch with Peter. CES is going through the process to get the Right of Access Agreement in place. CES has submitted all the required paperwork and now it is back in DOT hands. Water levels need to be brought down below the railroad berm. We should be talking to DES if DOT is not being responsive. DES is aware of our status, and Peter may ask them to follow-up with NHDOT to keep things moving.

Deep Bedrock Study: CES started work for the pump test, and we are waiting for results from samples. Regulators will tell us whether MW-6 is the right well for this pump test. Peter said we should receive the results in about a week. We'll have to put in a new well in the area of GZ105. Once that work is complete the pump test can be conducted.

Cap Mowing: Walter Nordstrom is ready to start depending on weather.

DOJ Bill: Peter has been awaiting payment of Invoice 11 for some time. He just heard back and they are looking into when the payment will be coming. The Invoice has been pending since October, but they had asked for more information and then there was COVID which delayed the payment further. Does not want to wait to send the next invoice, #12 for \$73,144.20. Peter only has one contact at DOJ who has been the one contact for 30 years: Dan Dertke is the contact.

Water Filter Replacement/Re-bed: The filter at the golf course needs to be changed. Peter got a quote for \$2,963. This time they only need to change one tank. Last time they had to do 2. They will take a sample prior to replacement to confirm system is still effective at time of filtration change.

IX. COMBINED OU – 1 & OU – 2 RECORD ITEMS

- A. Proposal for Spring 220 Sampling & Reporting from CES - dated 4/8/2020 and executed 5/8/2020 by Chairman Spear.
- B. Proposal for Surface Water Evaluation and House Bill 494 Assistance from CES - dated 5/20/2020 and executed 6/15/2020 by Chairman Spear.
- C. Proposal to re-bed the carbon for the golf course water supply filtration system and collect and run sample for 1,4-Dioxane from Advanced Radon Mitigation. The proposal for \$2,963 was approved by Peter Britz.

A motion was made by Attorney Seth Jaffe to approve the record items IX –A, B and C; this motion was seconded by Attorney Curtis Shipley.

On a roll call 3-0, the Committee voted to approve record items IX – A, B and C.

X. OTHER BUSINESS

An agenda item for next month's meeting relates to the Bank paying bills that were not authorized for payment. Bob and Peter will follow up with the Bank.

Bob discussed the Coakley section on the City of Portsmouth's website vs. creating a standalone website. The group decided that meeting minutes, annual reports and activity reports will initially be uploaded to the website. They suggested that Peter can propose what other items should be included. Marian will investigate getting access to upload the documentation.

XI. SCHEDULE THE NEXT COAKLEY EXECUTIVE COMMITTEE MEETING

The next Coakley Executive Committee meeting is scheduled for Tuesday, August 18, 2020 at 10:00 a.m. It is planned to be held via teleconference.

The meeting adjourned at 10:26 a.m.

Date: 8/18/2020

DocuSigned by:

Eric Spear

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Eric Spear, Chair
Coakley Executive Committee Chair

Respectfully Submitted,
Marian Steinke