

**COAKLEY EXECUTIVE COMMITTEE
MEETING MINUTES
Monday, June 28, 202 – 9:00 a.m.
Conference Room A - Portsmouth City Hall**

The Coakley Executive Committee (EC) Teleconference call commenced at 9:04 a.m.

In attendance: Chairman Eric Spear, Seth Jaffe, Esq., (Generators); Robert P. Sullivan, Esq., Peter Britz, and Marian Steimke.

Conferenced in by phone: Curtis Shipley, Esq. (Transporters); Dan MacRitchie and Joe Montello.

Others in attendance: Michael Tully, Town Administrator of N. Hampton; Matt Scruton, Town Administrator of Greenland.

- I. Review the minutes of the May 19, 2021 Coakley Teleconference call.

Attorney Seth Jaffe moved to approve the minutes, Attorney Curtis Shipley seconded. On a roll call 3-0 vote, the Committee voted to approve the May 19, 2021 minutes.

OU-1

II. BILLS

City of Portsmouth

- | | | | |
|----|--|-----|------------|
| A. | Invoice #2900891735 dated 6/11/2021
Peter Britz & Financial services - 6/2021 | 50% | \$2,750.00 |
|----|--|-----|------------|

Attorney Seth Jaffe moved to approve item II – A for payment; Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the Committee voted to approve item II – A for payment.

Haley Ward (CES)

Payment Certification dated:	6/28/2021
Invoices dated:	5/25/2021
Services rendered through:	4/25/2021

- | | | | |
|----|---|-----|------------|
| B. | Invoice #20208002
General Technical Assistance | 35% | \$466.37 |
| C. | Invoice #20208003
Fall 2020 Sampling | 35% | \$4,569.69 |
| D. | Invoice #20208163
2021 Spring Sampling | 35% | \$556.06 |

Peter explained the invoices. Item B involved correspondence with regulators; weekly calls and the PFOSA work plan. Item C included the completion of the annual report for that sampling. He believes that could be the last invoice from the 2020 samplings. Peter confirmed that he and Dan were tracking invoices against the budget. Item D: field prep for the 2021 spring sampling and field prep for PFOSA.

Attorney Seth Jaffe moved to approve items II – B, C, D for payment; Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the Committee voted to approve items II – B, C, D for payment.

DC MacRitchie

Payment Certification dated:	6/28/2021
Invoice dated:	6/10/2021
Services rendered through:	5/19/2021

E.	Invoice #205661	50%	\$1,656.00
	Professional Services		

Attorney Seth Jaffe moved to approve item II – E for payment; Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the Committee voted to approve item II – E for payment.

III. OU - 1 ACTION ITEMS

There were no action items.

IV. OU - 1 RECORD ITEMS

A. OU – 1 Balance as of 6/16/2021: \$226,451.41

OU-2

V. BILLS

City of Portsmouth

A.	Invoice #2900891735 dated 6/11/2021	50%	\$2,750.00
	Peter Britz & Financial services - 6/2021		

Attorney Seth Jaffe moved to approve item V – A for payment; Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the Committee voted to approve item V – A for payment.

Haley Ward (CES)

Payment Certifications dated: 6/28/2021
 Invoices dated: 5/25/2021
 Services rendered through: 4/25/2021

- | | | | |
|----|---|------|-------------|
| B. | Invoice #20208002
General Technical Assistance | 65% | \$866.13 |
| C. | Invoice #20208001
Bedrock Investigation Activities | 100% | \$39,526.72 |
| D. | Invoice #20208163
2021 Spring Sampling | 65% | \$1,032.69 |
| E. | Invoice #20208003
Fall 2020 Sampling | 65% | \$8,486.56 |

Peter explained the invoices: Item C included MW-6 investigation work which involved placing a k-packer seal so they could isolate the deeper parts of the well and a memo that was sent out. The invoice also included MW25 work and removal of the timber matting. They put a packer seal in the newest well (MW-25).

Attorney Seth Jaffe moved to approve items V – B, C, D, E for payment; Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the Committee voted to approve items V – B, C, D, E for payment.

DC MacRitchie

Payment Certifications dated: 6/28/2021
 Invoice dated: 6/10/2021
 Services rendered through: 5/19/2021

- | | | | |
|----|--|-----|------------|
| F. | Invoice #205661
Professional Services | 50% | \$1,656.00 |
|----|--|-----|------------|

Attorney Seth Jaffe moved to approve item V – F for payment; Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the Committee voted to approve item V – F for payment.

Advance Radon Mitigation

Payment Certification dated: 6/28/2021
 Invoice dated: 5/27/2021
 Services rendered through: 5/27/2021

- | | | | |
|----|--|------|------------|
| G. | Invoice#:PIN178
339 Breakfast Hill Rd. 1,4-Dioxane & PFAS
Sampling & lab fees; Maintenance | 100% | \$3,320.00 |
|----|--|------|------------|

Peter said the invoice involved working on carbon filtration at the golf course. This is testing of the water and changing the carbon and installing a new lag tank. Filtration is working. This work was for just the golf course well.

Attorney Seth Jaffe moved to approve item V – G for payment; Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the Committee voted to approve item V – G for payment.

VI. OU - 2 RECORD ITEMS

- A. **OU-2 Balance as of 6/16/2021: \$507,841.23**

COMBINED OU-1 & OU-2

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

- A. Report of Peter Britz of the City of Portsmouth dated 6/28/2021
- B. Attachment 2021-06-07 Contract Amendment_Spring 2021 Groundwater Sampling_10424028-02
- C. Attachment 2021-06-17 Contract Amendment Deep Bedrock Investigation_10424016-09

Peter discussed the activity report (reference VII-A above):

Deep Bedrock Study

Last week the constant rate pump test was completed on Friday. All went well, and we'll get a write-up soon. This was the culmination of the last three years' work. The EPA would like the report before the end of the year.

HB-494 Pilot Treatment Study

Peter recommends that the EC hire XDD. They can do this kind of work. We have asked them to submit a proposal for identifying the best technology to substantially reduce contaminants in the headwaters of Berry's Brook and to design an approach that we can implement. In addition, Peter suggests retaining SubStrata (in Stratham) to review XDD's recommendations and give us a second set of eyes as our representative. Peter has not yet seen a proposal from SubStrata, but will send that out once he receives it. Both XDD and SubStrata do good work. Seth said he is comfortable doing this to make sure we are getting the best advice. Peter will speak to DES about this once we have a proposal. Eric and Curtis also agreed with the plan.

Coakley Budget Projection

The projections show a positive balance by the end of the year to cover 2021 work. A new assessment will be required by the end of the year in order to cover work done in 2022. Seth asked that a draft assessment be presented to the group in October or November in anticipation of developing an assessment which can be paid in December 2021 or January 2022.

PFOSA Investigation

Peter explained the contract, saying more than half the cost was due to lab work. He compared Alpha Analytical, Vista and Haley Ward costs.

Attorney Seth Jaffe moved to authorize the Chair to sign the contract for the PFOSA investigation (reference Item VII-B above), and Attorney Curtis Shipley seconded. On a roll call 3-0 vote, the motion passed.

Packer Sampling

Peter said the next contract is smaller and he explained that more packer sampling was requested by the agencies than the work plan called for. Therefore, the original cost estimate/contract amount was low so this contract makes up for the deficit. Seth said we did a good job predicting costs for the year.

Attorney Seth Jaffe moved to authorize the Chair to sign the packer sampling contract (reference Item VII-C above), and Attorney Curtis Shipley seconded. On a roll call 3-0 vote, the motion passed.

Peter discussed not having received payment for federal reimbursement #12 but said that the DoJ said the payment request review is complete and the invoice is in the queue for approval.

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

- A. Approved Minutes of the Coakley Executive Committee 4/14/2021 meeting; approved on 5/19/2021; executed on 5/19/2021.

Attorney Seth Jaffe moved to accept Record Item VIII – A. Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the motion passed.

IX. OTHER BUSINESS

X. SCHEDULE THE NEXT COAKLEY EXECUTIVE COMMITTEE MEETING

The next Coakley meeting will be held: Tuesday, Aug 24th at 10:00 a.m. in Conference Room A.

Attorney Seth Jaffe moved to adjourn at 9:26 a.m. Attorney Curtis Shipley seconded this motion. On a roll call 3-0 vote, the motion passed.

Dated: 8/24/2021 _____

DocuSigned by:


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Eric Spear, Chair
Coakley Executive Committee

Respectfully Submitted, Marian Steimke