

COAKLEY EXECUTIVE COMMITTEE
 Teleconference and Meeting MINUTES
 Wednesday, June 21, 2023 – 9:30 AM
 Law Library, Portsmouth City Hall

In attendance: Chairman Eric Spear, Attorney Seth Jaffe, Attorney Bob Sullivan, Peter Britz, Jillian Harris and Marian Steimke.

CLG conferenced in by phone: Attorney Curtis Shipley and Joe Montello.

Others in Attendance: Danielle Heine, Rep. Mike Edgar.

Others conferenced in by phone: Michael Tully, Joe Tuthill, Mindi Messmer.

The Coakley Executive Committee (EC) Teleconference call commenced at 9:32 a.m.

I. Review Minutes of the 4/26/2023 Coakley meeting.

Attorney Seth Jaffe moved to approve the minutes, Attorney Curtis Shipley seconded. On a 3-0 vote, the motion passed.

II. BILLS - All OU-1 payment certifications are dated: 6/21/2023

City of Portsmouth

A.	Invoice #2901842083 dated 5/8/2023 Peter Britz & Financial services - 5/2023	\$2,750.00	50%
B.	Invoice #2901899865 dated 6/13/2023 Peter Britz & Financial services - 6/2023	\$2,750.00	50%
C.	Receipt #43924 dated 5/1/2023 Reimburse City for storage - May 2023	\$131.50	50%
D.	Invoice #45164 dated 6/1/2023 Reimburse City for storage - June 2023	\$131.50	50%

Attorney Seth Jaffe moved to approve items II – A through D for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

DC MacRitchie

E.	Invoice #205854 dated 5/31/2023 Professional Services rendered through 5/30/2023	\$542.50	50%
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Attorney Seth Jaffe moved to approve item II – E for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

WSP USA Services rendered through: 3/31/2023
Invoices dated: 4/17/2023

F.	Invoice #J02216007 Revised Surface Water Evaluation	\$348.95	35%
G.	Invoice #J02216008 Fall 2022 Biannual Groundwater Sampling	\$8,683.38	35%
H.	Invoice #J02216009 Groundwater Management Permit Renewal	\$137.55	35%

The work for item F started with Haley Ward. Its purpose is to continue our understanding of the interaction between groundwater and surface water and to respond to Deep Bedrock Study comments. The work for Item H is nearing completion.

Attorney Seth Jaffe moved to approve items II – F, G and H for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

WSP USA Services rendered through: 4/28/2023
Invoices dated: 5/28/2023

I.	Invoice #J02216194 Revised Surface Water Evaluation	\$1,430.63	35%
J.	Invoice #J02216195 Fall 2022 Biannual Groundwater Sampling	\$4,942.92	35%

Attorney Seth Jaffe moved to approve items II – I and J for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

III. OU - 1 ACTION ITEMS

A. Total of invoices requested for approval: \$21,848.93

IV. OU - 1 RECORD ITEMS

A. Balance as of 6/12/23: **\$267,042.29**

B. Year to date OU-1 Invoices paid as of 6/21/2023:

Date Approved	Amount Paid
2/15/2023	\$39,003.09
3/21/2023	\$5,631.50
4/26/2023	\$7,360.68
Total year to date:	\$51,995.27

OU-2

V. BILLS - All payment certifications are dated 6/21/2023

City of Portsmouth

A.	Invoice #2901842083 dated 5/8/2023 Peter Britz & Financial services - 5/2023	\$2,750.00	50%
B.	Invoice #2901899865 dated 6/13/2023 Peter Britz & Financial services - 6/2023	\$2,750.00	50%
C.	Receipt #43924 dated 5/1/2023 Reimburse City for storage - May 2023	\$131.50	50%
D.	Invoice #45164 dated 6/1/2023 Reimburse City for storage - June 2023	\$131.50	50%

Attorney Seth Jaffe moved to approve items V – A through D for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

DC MacRitchie

E.	Invoice #205854 dated 5/31/2023 Professional Services rendered through 5/30/2023	\$542.50	50%
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Attorney Seth Jaffe moved to approve item II – E for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

WSP USA Services rendered through: 3/31/2023
Invoices dated: 4/17/2023

F.	Invoice #J02216005 Deep Bedrock Investigation Final Report	\$7,210.00	100%
G.	Invoice #J02216006 Deep Bedrock Well Installation Work Plan	\$6,934.00	100%
H.	Invoice #J02216007 Revised Surface Water Evaluation	\$648.05	65%
I.	Invoice #J02216008 Fall 2022 Biannual Groundwater Sampling	\$16,126.28	65%
J.	Invoice #J02216009 Groundwater Management Permit Renewal	\$255.45	65%

Item F included looking at the well at 178A Lafayette Road, other well completion work and flow path monitoring. Peter explained the distinctions between Items F and G.

Attorney Seth Jaffe moved to approve items V – F through J for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

WSP USA Services rendered through: 4/28/2023
Invoices dated: 5/28/2023

K.	Invoice #J02216192 Deep Bedrock Investigation Final Report	\$935.00	100%
L.	Invoice #J02216193 Deep Bedrock Well Installation Work Plan	\$2,383.44	100%
M.	Invoice #J02216194 Revised Surface Water Evaluation	\$2,656.87	65%
N.	Invoice #J02216195 Fall 2022 Biannual Groundwater Sampling	\$9,179.71	65%

Item L work involved sampling of the western wells.

Attorney Seth Jaffe moved to approve items V – K through N for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

ARM - Water Techs

- O. Invoice#:060223 dated 6/8/2023 \$4,070.00 100%
 339 Breakfast Hill Rd. 1,4-Dioxane & PFAS Sampling
 & lab fees. Carbon Exchange Maintenance
 (Breakfast Hill Golf Club)

Attorney Seth Jaffe moved to approve item V – O for payment; Attorney Curtis Shipley seconded this motion. On a 3-0 vote, the motion passed.

VI. OU - 2 ACTION ITEMS

- A. Total of invoices requested for approval: \$56,704.30

VII. OU - 2 RECORD ITEMS

- A. Balance as of 6/12/23: **\$497,697.32**
- B. Year to date OU-2 Invoices paid as of 6/21/2023

Date Approved	Amount Paid
2/15/2023	\$61,403.23
3/21/2023	\$5,795.44
4/26/2023	\$34,478.66
Total year to date:	\$101,677.33

COMBINED OU-1 & OU-2

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

- A. Report of Peter Britz of the City of Portsmouth dated 6/21/2023

Deep Bedrock Study Addendum: WSP sent the Addendum to the EPA in March, and we have not yet received a response. We estimate the ongoing work will be completed by the end of 2023.

GMZ PERMIT: Work to update the permit is continuing and will be finalized based on results of data from new wells.

Southern Well Installation Workplan: Geophysics work is complete, but we are awaiting results that we'll provide to the EPA. We'll need EPA confirmation on the location and the property owner's permission to install the well on the property which is a business property.

Water Service Connections: Peter has received a quote from the contractor, but the CLG will not pay for a 4" line for the fire service. Peter will get more specific information from the contractor about how to divide the costs.

Surface Water Evaluation: This work started with Haley Ward and is ongoing. We're trying to understand the interaction between ground and surface water. Peter estimates this work will be done within the following year. The DOT cleared out the culvert, however there appears to be continued beaver activity which could create flooding.

Spring Monitoring: This work is ongoing. They are working on residential sampling now.

OU1 Maintenance Items: We expect an estimate for fence repairs shortly. The repairs will occur after the landscaping/mowing work is completed.

Peter introduced Jillian who will be working on Coakley with Peter has been working with fence contractors and reviewing the landscaping contracting.

Landfill Gas Report: Peter said there were no issues with the landfill gas in terms of exceedances at the site. DES agreed there is no need to continue replacing the monitor at the apartment site. This change will be documented in the monitoring report.

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

- A. Minutes of the Coakley Executive Committee 3/21/2023 meeting; approved and executed on 4/26/2023.
- B. IRS Notice dated 4/18/2023 re: OU-2 / Employer Identification Number
- C. Professional Technical Consulting and Groundwater Monitoring Services WSP contract executed by Chair Eric Spear on 5/22/2023.

Attorney Seth Jaffe moved to accept the record items, Attorney Curtis Shipley seconded. On a 3-0 vote, the motion passed.

X. OTHER BUSINESS: There was no other business.

XI. PUBLIC COMMENT: There was no one from the public present that wished to speak.

XII. SCHEDULE THE NEXT COAKLEY EXECUTIVE COMMITTEE MEETING

The next Coakley meeting will be held on Thursday, July 13, 2023 at 1:00 p.m. in the Portsmouth Law Library of City Hall.

Attorney Seth Jaffe moved to adjourn. Attorney Curtis Shipley seconded. On a 3-0 vote, the motion passed at 9:55 a.m.

Dated: 7/13/2023

DocuSigned by:
Eric Spear

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Eric Spear, Chair
Coakley Executive Committee

Respectfully Submitted, Marian Steimke