

COAKLEY EXECUTIVE COMMITTEE
Meeting Minutes
Thursday, August 29, 2024 at 10:00 a.m.
Legal Law Library, City of Portsmouth, New Hampshire

The Coakley Executive Committee (EC) meeting commenced at 10:00 a.m.

In attendance: Chairman Glenn Normandeau, Seth Jaffe, Esquire, Robert P. Sullivan, Esquire, Peter Britz, Jillian Harris and Barbara Zulkiewicz

Conferenced in via Microsoft Teams: Curtis Shipley, Esquire and Joe Montello

A. Review the minutes of the July 24, 2024 Coakley Executive Meeting.

Attorney Seth Jaffe moved to approve the minutes of the July 24, 2024 meeting; Attorney Curtis Shipley seconded. On a 3-0 vote, all in favor.

OU-1

City of Portsmouth

- | | | |
|----|---|-----------------|
| A. | Invoice # 2902497907 dated 8/19/2024
Peter Britz & Financial services - 8/2024 | \$ 2,750.00 50% |
| | | |
| B. | Invoice # 57910 dated 8/1/2024
Reimburse City for storage - 8/2024 | \$ 150.50 50% |

Attorney Seth Jaffe moved to approve Items II - A through B for payment; Attorney Curtis Shipley seconded the motion. On a 3-0 vote, all in favor.

WSP USA

- | | | |
|----|---|---------------|
| C. | Invoice # 40073685 dated 8/2/2024
Groundwater Management Permit
Services rendered through 8/20/2024 | \$ 226.62 35% |
| | | |
| D. | Invoice# 40073686 dated 8/2/2024
2024 Winter SW Evaluation
Services rendered through 8/20/2024 | \$ 267.75 35% |

E. Invoice # 40073686 dated 8/2/2024 \$ 5,675.66 35%
 2023 Fall LTM
 Services rendered through 8/20/2024

F. Invoice # 40073686 dated 8/2/2024 \$12,289.38 35%
 2024 Spring LTM
 Services rendered through 8/20/2024

Attorney Seth Jaffe moved to approve Items II - C through F for payment; Attorney Curtis Shipley seconded the motion. On a 3-0 vote, all in favor.

EAGON & Associates, Inc.

G. Invoice # 1047A-7202431 dated 8/9/2024 \$ 321.75 50%
 Professional Services rendered 7/2024

Attorney Seth Jaffe moved to approve Items II – G for payment; Attorney Curtis Shipley seconded the motion. On a 3-0 vote, all in favor.

III. OU-1 ACTION ITEMS

A. Total of invoices requested for approval: **\$21,681.66**

IV. OU-1 RECORD ITEMS

A. Trust balance as 7/31/2024: **\$346,848.08**

B. 2024 OU-1 invoices paid:

Date Approved	Amount Paid
1/8/2024	\$9,470.00
3/6/2024	\$14,130.85
4/11/2024	\$3,051.00
5/15/2024	\$3,360.50
7/24/2024	\$78,409.49
Total paid in 2024:	\$108,421.84

C. Assessment status:

		<u>Received:</u>	<u>Amount:</u>
Portsmouth:	\$112,997.00	1/12/2024	\$56,498.50
		7/31/2024	\$56,498.50
N. Hampton:	\$8,571.00	12/27/2023	\$8,571.00
Newington:	\$11,525.00	5/13/2024	\$5,762.50
		7/23/2024	\$5,762.50
Generators:	\$42,200.00	4/19/2024	\$42,200.00
BTF	\$25,970.00	5/3/2024	\$25,970.00
Waste Management	\$9,738.00	4/24/2024	\$4,869.00
TOTAL			\$206,132.00

OU-2

V. BILLS: All OU-2 payment certifications are dated August 28, 2024.

City of Portsmouth

- A. Invoice # 2902497907 dated 8/19/2024 \$2,750.00 50%
Peter Britz & Financial Services - 8/2024
- B. Invoice# 57910 dated 8/1/2024 \$150.50 50%
Reimburse City for storage - 8/2024

Attorney Seth Jaffe moved to approve Items V – A through B for payment; Attorney Curtis Shipley seconded the motion. On a 3-0 vote, all in favor.

WSP USA

- C. Invoice # 40073685 dated 8/20/2024 \$420.88 65%
Groundwater Management Permit
Services rendered through 8/2/2024

D.	Invoice # 40073684 dated 8/20/2024 Deep Bedrock Well Installation Work Plan Services rendered through 8/2/2024	\$10,408.01	100%
E.	Invoice # 40073686 dated 8/20/2024 2023 Fall LTM Services rendered through 8/2/2024	\$10,540.51	65%
F.	Invoice # 40073686 dated 8/20/2024 2024 Winter SW Evaluation Services rendered through 8/2/2024	\$497.25	65%
G.	Invoice 40073686 dated 8/20/2024 2024 Spring LTM Services rendered through 8/2/2024	\$22,823.12	65%
H.	Invoice # 40067463 dated 8/20/2024 Well Installation Services rendered through 8/2/2024	\$109,425.65	100%

Attorney Seth Jaffe moved to approve Items V – C through H for payment; Attorney Curtis Shipley seconded the motion. On a 3-0 vote, all in favor.

Magnet Group

I.	Invoice # 2024-0704 dated 7/21/2024 Rental of 2 construction units (2 months) Services rendered 5/22/2024 - 7/21/2024	\$800.00	100%
J.	Invoice # 2024-0805 dated 8/14/2024 Rental of 2 construction units (1 month) Services rendered 7/22/2024 - 8/21/2024	\$400.00	100%

Attorney Seth Jaffe moved to approve Items V – I through J for payment; Attorney Curtis Shipley seconded the motion. On a 3-0 vote, all in favor.

EAGON & Associates, Inc.

K.	Invoice # 1047A-7202431 dated 8/9/2024 Professional Services rendered 7/2024 2024 Spring LTM	\$321.75	50%
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Attorney Seth Jaffe moved to approve Item V – K for payment; Attorney Curtis Shipley seconded the motion. On a 3-0 vote, all in favor.

VI. **OU-2 ACTION ITEMS**

A. Total of invoices requested for approval: **\$158,537.68**

VII. **OU-2 RECORD ITEMS**

A. Trust balance as of 7/31/2024: **\$731,607.50**

B. 2024 OU-2 invoices paid:

Date Approved	Amount Paid
1/8/2024	\$13,477.50
3/6/2024	\$31,125.10
4/11/2024	\$3,051.00
5/15/2024	\$3,760.50
7/24/2024	\$237,768.01
Total paid in 2024	\$289,182.11

C. Assessment status:

Portsmouth:	\$206,171.00	1/12/2024 7/31/2024	\$103,085.50 \$103,085.50
N. Hampton:	\$15,643.00	12/27/2023	\$15,643.00
Newington:	\$21,033.00	5/13/2024 7/23/2024	\$10,516.50 \$10,516.50
Generators:	\$77,000.00	2/20/2024	\$77,000.00
BFT	\$47,386.00	5/3/2024	\$47,386.00
Waste Management	\$17,768.00	4/24/2024	\$8,884.00
Total			\$376,117.00

COMBINED OU-1 AND OU-2

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

- A. Report of Peter Britz and Jillian Harris of the City of Portsmouth dated August 28, 2024

GMZ Permit: Due to current backlogs, the surveyor who agreed to complete the survey of the updated parcels in July has notified WSP that they will not be able to do the work. WSP will reach out to other surveyors.

Water Service Connections: Regarding the installation of the waterline service at 399 Breakfast Hill, the owners of the property (Sewalls) agreed to waterline service connection work (only to the curb of the property) in June and subsequently sold the property in July. The new owners were presented with the agreement; however, they would not agree to it unless the waterline service was installed to the house. MAC Construction presented an updated proposal to install the waterline service to the house for an increase of approximately \$12,000 (original proposal was for up to \$37,800 to bring the service to the curb). Peter requested a vote to approve the updated MAC Construction quote.

Attorney Jaffe moved authorize acceptance of the updated MAC Construction proposal to install waterline service to the premises at 399 Breakfast Hill Road. Attorney Shipley seconded. All in favor. So moved.

Surface Water Groundwater Evaluation: The EPA responded to the June 12, 2024 CLG response to their comments of April 27, 2023 regarding the Revised Surface Water Groundwater Evaluation Work Plan. The response included several activities that will need to be addressed, i.e.; an updated work plan and various additional samplings. The cost of the additional work will be approximately \$20,750. WSP will provide a formal proposal by the next CLG meeting, at which time the CLG can review for approval.

Deep Bedrock Investigation – Southern Well Installation: The southern well installation took place at the beginning of May. Frac tanks were placed at the existing storage facility on the property in order to store and treat the water before being released. WSP secured a temporary groundwater discharge permit from NHDES and it requires a subcontractor to clean the frac tanks before being moved offsite at a cost of \$4,200. WSP requested a reallocation of funds in the Southern Flowpath Investigation contract to cover this cost. This was approved.

WSP Spring Groundwater Monitoring Services: These services were completed by WSP in June, and they are currently preparing distribution of residential letters.

Sampling and Analysis Plan Update: CLG previously approved a contract with WSP at the July CLG meeting contingent upon resolution of Terms and Conditions language in the contract. Work continues on this matter.

IX. COMBINED OU-1 & OU-2 RECORD ITEMS:

- A. Minutes of the May 15, 2024 Coakley Executive Committee meeting, as approved on July 24, 2024.

X. OTHER BUSINESS: None


XI. PUBLIC COMMENT: None

XII. SCHEDULE THE NEXT COAKLEY EXECUTIVE COMMITTEE MEETING: The next CLG meeting is scheduled for Wednesday, October 9, 2024 at 11:00 a.m. in the Law Library at Portsmouth City Hall.

XIII. NON-PUBLIC SESSION (IF NEEDED): Per request of Attorney Robert Sullivan to enter Non-Public Session for purposes of discussion with Legal Counsel pursuant to NH RSA 91-A:3, II (I), **Attorney Seth Jaffe moved to enter Non-Public Session at 10:36 a.m. Seconded by Attorney Curtis Shipley. On a vote of 3-0, all in favor. So moved.**

At 10:48 a.m., CLG meeting returned to Public Session. **Attorney Seth Jaffe moved to adjourn the meeting. Attorney Curtis Shipley seconded. On a 3-0 vote, all in favor. So moved. The motion passed at 10:48 a.m.**

Dated: 10/24/2024

Signed by:

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Glenn Normandeau, Chair
Coakley Executive Committee
As approved on: October 15, 2024

Respectfully Submitted,
Barbara Zulkiewicz