

**COAKLEY EXECUTIVE COMMITTEE**  
**Wednesday, September 30, 2020**  
**AGENDA**  
**10:00 a.m., Teleconference**

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 2020-18, 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.

**Please use the following to call in to the meeting:**

Conference Call Dial-in #: **603-766-5646**  
 Conference ID: **393626**

- I. Review the minutes of the August 18, 2020 Coakley Teleconference call.

**OU-1**

II. **BILLS**

**City of Portsmouth**

A.	Invoice # 2900497584	dated 8/18/2020	50%	\$2,750.00
	Peter Britz & Financial services - 8/2020			
B.	Invoice # 2900530605	dated 9/15/2020	50%	\$2,750.00
	Peter Britz & Financial services - 9/2020			

**CES, Inc.**

Payment Certifications dated: 9/30/2020  
 Invoices dated: 8/27/2020  
 Services rendered through: 7/26/2020

C.	Invoice # 20203555		35%	\$536.38
	General technical assistance			
D.	Invoice # 20203558		35%	\$6,305.86
	Spring 2020 Sampling			

**CES, Inc.**

Payment Certifications dated: 9/30/2020  
Invoices dated: 4/24/2020  
Services rendered through: 3/29/2020  
Invoices not received until 8/25/2020

E.	Invoice # 20201648	35%	\$825.13
	General technical assistance services		
F.	Invoice # 20201647	100%	\$1,065.00
	Stormwater Work Plan, Fall 2018 Sampling & Out of Scope		
G.	Invoice # 20201650	35%	\$597.63
	2019 Spring Sampling		
H.	Invoice # 20201651	35%	\$3,416.57
	2019 Fall Sampling		

**NE Lock and Safe**

Payment Certification dated: 9/30/2020  
Invoice dated: 9/21/2020  
Service dated: 9/21/2020

I.	Invoice # 335xx	50%	\$149.80
	Long & regular shackles		

**III. OU - 1 ACTION ITEMS**

There were no action items.

**IV. OU - 1 RECORD ITEMS**

A.	OU – 1 Balance as of 8/31/2020:	<u>\$338,261.45</u>
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**OU-2**

**V. BILLS**

**City of Portsmouth**

A.	Invoice # 2900497584	dated 8/18/2020	50%	\$2,750.00
	Peter Britz & Financial services - 8/2020			

B.	Invoice # 2900530605	dated 9/15/2020	50%	\$2,750.00
	Peter Britz & Financial services - 9/2020			

**CES, Inc.**

Payment Certifications dated: 9/30/2020  
 Invoices dated: 8/27/2020  
 Services rendered through 7/26/2020

C.	Invoice # 20203555		65%	\$996.12
	General technical assistance services			

D.	Invoice # 20203558		65%	\$11,710.89
	Spring 2020 Sampling			

E.	Invoice # 20203557		100%	\$20,745.04
	Bedrock Investigation Work Plan & Services			

**CES, Inc.**

Payment Certifications dated: 9/30/2020  
 Invoices dated: 4/24/2020  
 Services rendered through 3/29/2020  
 Invoices not received until 8/25/2020

F.	Invoice # 20201648		65%	\$1,532.37
	General technical assistance services			

G.	Invoice # 20201649		100%	\$8,345.00
	Interim Bedrock Investigation Report & Services			

H.	Invoice # 20201650		65%	\$1,109.87
	2019 Spring Sampling			

I.	Invoice # 20201651		65%	\$6,345.06
	2019 Fall Sampling			

**Advance Radon Mitigation**

Payment Certification dated: 9/30/2020  
 Invoice dated: 8/5/2020  
 Service date: 8/5/2020

J.	Invoice #: PIN157		100%	\$2,963.00
	Breakfast Hill Golf Club / 339 Breakfast Hill Rd. 1,4-Dioxane Sampling & lab fees; Maintenance			

**NE Lock and Safe** Payment Certification dated: 9/30/2020  
Invoice dated: 9/21/2020  
Service dated: 9/21/2020

K. Invoice # 335xx 50% \$149.80  
Long & regular shackles

**VI. OU - 2 RECORD ITEMS**

A. OU-2 Balance as of 8/31/2020: \$714,332.98

**COMBINED OU-1 & OU-2**

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

- A. Report of Peter Britz of the City of Portsmouth dated 9/30/2020  
with attachments:
- \* Fall 2020 Sampling proposal 9/23/20 - **needs approval**
  - \* Water supply results: cover letter 9/22/2020 & results table
  - \* Surface geophysics proposal - **needs approval**
  - \* Deep bedrock surface geophysics proposal 8/27/2020 - executed 9/28/2020  
This is Record item IX-B below - **needs formal approval**
  - \* Deep bedrock: MW6 installation proposal 9/9/2020- **needs approval**

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

- A. Letter from R. Hull of USEPA dated 9/1/2020 to J. Fitzgerald; Re: Request for Access to Property at 65 North Road, N Hampton, NH; and Enclosure: Consent for Access to Property for J. & Y. Fitzgerald.
- B. CES Contract Amendment Proposal for Surface Geophysical Surveying dated 8/27/2020 and signed by Chair Spear on 9/28/2020.

**IX. OTHER BUSINESS**

- A. Update from Bob re: the meeting on 8/25/2020 with Tom Queeney of Piscataqua Savings Bank and the unauthorized payment of bills by PSB.
  
- B. Discussion of new accounting firm.

**XI. SCHEDULE THE NEXT COAKLEY EXECUTIVE COMMITTEE MEETING**

