

Minutes of the Penacook/Boscawen Water Precinct

Location of Meeting: 9 Woodbury Lane
Boscawen, N.H. 03303

Present at Meeting: Bruce Crawford, Commissioner
Bill Murphy, Commissioner

Present via Zoom: Nathan Young, Commissioner
Cheryl Mitchell, Administrator Consultant
Lauren Hargrave, Clerk

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on October 14, 2020 at 5:40 p.m. by Commissioner Bruce Crawford, Chair.

Financial Update:

Commissioners signed manifest and checks.

Approval of minutes from last meeting:

Commissioner Bill Murphy made a motion to approve the regular minutes of September 23, 2020. Seconded by Commissioner Bruce Crawford. Passed unanimously.

New Business:

1. Meeting w/ Selects Re Underwood Report: Commissioner Nathan Young reported he has read the entire report and noted that not only does the report not draw any conclusions but it does not give the Commissioners any information which they don't already have. Therefore, he is confused as to what the Selects wants to meet about. It was noted that it's a good report for knowing the history of the Water Precinct and does state that there are three options going forward but does not suggest which option they recommend or what the pluses and minuses of each option are. Commissioner Nathan Young also advised that he is concerned that the report does talk about if the Town of Boscawen were to take over the Precinct's operation that every voter in town would have the right to vote on Precinct matters, not just rate payers. Having non-rate payers be allowed to vote on Precinct matters

can decrease the value of water and is a dangerous idea. The number of people to benefit are fewer than the total number of voting individuals in town. Money needs to be spent in order for the quality of the water to be maintained. Commissioner Nathan Young gave an example, being the necessary upgrade for the computer control system for the corrosion building for approximately \$80,000 and voters who are not on the water Precinct's system not wanting to approve spending that kind of money on something they themselves will not benefit from. Therefore, the belief is that people who have no consequences regarding water issues should not be voting on Precinct issues. Commissioner Bruce Crawford noted Senate Bill 414 which has to do with the highway department set up between Woodsville and Haverhill. This department was a joint village district set up to maintain the roads and over the years one town became larger than the other and therefore one town benefited more than the other. Commissioner Bruce Crawford believes having a Bill passed may be the way the Town will have to proceed if that is the way they wish to go, as the Precinct not only services Boscawen but also part of Concord. Concord does have a stake in this decision, and it is unknown if Concord is even aware of the report. Further discussion took place regarding what the Selects want to talk about. It was noted that if the Selects were interested in the way the Precinct was run, they should be reaching out to Commissioners which has not happened. Also, the Selects have the ability and should be attending the annual meeting so any concerns or questions can be addressed at that time also. This also has not been happening. Additionally, if the current Select body wants to control the Precinct operations does not mean that their successors will want to assume that responsibility. Lastly, anyone within the Town who wishes to make changes to the Precinct operations, including any Selectperson has the ability to run for Water Commissioner at each annual meeting. There has been little to no interest shown by the Selects in the water system and now they want to control it. Commissioner Bill Murphy noted that he is not interested in going down a road of negotiation and feels it is not a good idea. The Commissioners are unsure if the Select's have consulted with their attorney for his review and recommendation. Discussion was held regarding responding to the Select's in a letter which would state that the Commissioners do not see, at this time, any further discussion needed is needed relative to the Underwood Report, and if there are any further questions from the Select's to please let the Commissioners know in writing and they will be promptly and appropriately answered. There is no reason to meet because the report didn't give suggestions or options, it only told what the Precinct information which they already know from the data they provided to Underwood. The letter should indicate that after discussing and reading the report we do not see any further conversation needed on this topic if you have any questions please let us know. Commissioner Bill Murphy would like the letter to state the

Commissioners would be happy to answer specific questions the Selectmen have relative to the Precinct; however, the Commissioners will not enter into any negotiations with regards to the Precinct ownership. Further discussion was held regarding the fact that there was no evidence put forward from study that there needs to be any change as it stands now, but if they have any specific questions or concerns the Commissioners will be happy to address them. Commissioner Bruce Crawford requested to see the minutes prior to sending any letter to the Selectmen regarding this matter. Commissioner Nathan Young will draft a letter for the other Commissioners review and a final decision can be made regarding the finalized response at the next scheduled Precinct meeting.

2. Trade Magazines, Meetings and Contacts: Commissioner Bruce Crawford reported that this is Informational. He discussed how the meter purchase was not handled properly and that the commissioners should have gotten involved in it and didn't. The Magazines from the Municipal Association and other Magazines, Meetings and Contacts hold valuable information and should be retained and utilized. In the past these resources have disappeared and have not been utilized. It is Important to look over these things and get more involved in the reading, recommendations, educational aspects, etc.
3. Commissioners' Car Allowance: Commissioner Bruce Crawford noted that the Commissioners are utilizing their own vehicles to travel to locations for various Precinct issues. **Commissioner Bruce Crawford made a motion that starting November 2020 each Commissioner is to receive \$100 per month in travel car allowance. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
4. Pennichuck Contract: Commissioner Nathan Young reported that the Pennichuck contract up April 1, 2021. The contract specifies that Pennichuck to be given notice 3 months prior to the end of the contract or it will automatically renew for 2 years. Discussion took place and the Commissioners agreed that at the first meeting in November they should discuss changes which they feel need to be made to the contact such as the 35% markup and the customer service issues. Once all changes have been agreed upon the Commissioners will send a letter which indicates the route they would like to take in the next contract. It should also indicate to please consider the letter notice that the Precinct will be putting it out to bid if the new provisions are not agreeable. The letter should be sent out by December 1, 2021 stipulate that if Pennichuck is agreeable to the changes then the Precinct will renew the contract and if it is not agreeable that the Precinct will not auto renew the contact and will look towards other options.

5. Timeliness of Pennichuck Posting Payments: Pennichuck has admitted fault and is resolving the issue.
6. Ron Derby; Walker Pond Permission: Commissioner Bill Murphy reported that Ron Derby wants permission to cross lot 618 to access the pond for snowmobiling. Discussion took place relative to the deed of the property allowing heirs of the Robillard's use of the property and if that stipulation continues with the sale of the property. Commissioner Bill Murphy will review the deed again and noted that the only abutter who could be impacted would be Maria Santo's. Discussion took place regarding notifying the abutter, Maria Santo's and giving permission unless it becomes an issue with the abutting landowner/s, at which time the Commissioners will request a cease and desist. **Commissioner Nathan Young made a motion to grant Ron Derby permission to cross lot 618 to access Walker Pond for snowmobiling with the stipulation that it can be retracted if it becomes an issue with the abutting neighbors. Seconded by Commissioner Bruce Crawford. Passed Unanimously.**
7. Walker Pond Dam Inspection and Info: Commissioner Bill Murphy reported he contacted the Dam Bureau looking to find out about ownership of the Walker Pond dam. The inspector was going out to the dam and invited Commissioner Bill Murphy to accompany him, which he declined. Commissioner Bill Murphy found it interesting that the Dam Bureau inspector stated that the dam is considered by the State to be a low hazard dam, it is only inspected because they have to by law and then they write up a report with recommendations. It is to the advantage of everyone on Walker Pond to maintain the dam. The Precinct does own the dam but is not required by the State to maintain it.
8. DES and Federal Evaluation Requirements: Commissioner Nathan Young reported he got ahold of Stephanie at DES and she sent information to him regarding the requirements. The Emergency Plan for the state is still due in March but can be postponed until next December if necessary. However, by December 2021 the Federal Evaluation report is due which is an inhouse assessment. Additionally, Stephanie sent Commissioner Nathan Young the link to complete the federal report. It was noted that the state report is voluntary but since it is already completed it will be sent out for the March deadline. Additionally, it was noted that 99% of the focus of the State report is on terrorism, whereas the Federal also report also touches on natural disasters. Commissioner Nathan Young will work on the Federal Evaluation Report for next year.

Cheryl Mitchell Items:

1. Website: CharmLab has posted all minutes to a page for the Commissioners review and hopefully the page will be live tomorrow. It was noted that Shelly from CharmLab is not timely with website requests.
2. Bookkeeping/Bringing It Back In House: Tabled until December for discussion, with a start time in January.

Old Business:

1. Untimely response by Pennichuck to customer complaints; Request for service was forwarded to Pennichuck on September 1, 2020. Was answered on September 14, 2020 after being prompted by Cheryl Mitchell; Resistance by Pennichuck to Gelinas billing us directly: Is still ongoing issue. It was noted that a lot of the untimeliness is just the back and forth with Pennichuck. 80 Elm Street for instance was started in May and will be fixed Friday, but timeliness and responses are definitely an issue in this circumstance. Further, it was noted that for now Tara King and Sarah Diggins are still the contacts for Pennichuck. Cheryl Mitchell mentioned that if Pennichuck would acknowledge the receipt of emails from the Commissioners and herself it would be helpful. It was also noted that many of Pennichuck's responses are unsatisfactory.
2. Liens List and Notices: No further discussion at this time.
3. River Road Repairs: Commissioner Bill Murphy reported that the work schedule has been worked out and Dan Wojcik, of Pennichuck, stated it will begin excavation next week. Commissioner Nathan Young questioned if Pennichuck can find the start of the plastic line, do they have any equipment that hooks on to the line acoustically to locate the pipe at the end of the line. He will call Dan Wojcik and discuss this with him although this may be difficult due to the length of the line. Discussion took place regarding clearing the line prior to winter and the difficulties which can arise if the lines are not cleared. Further discussion took place regarding the valves, lines, pit, etc. Commissioner Bill Murphy will let the Commissioners know when the work will be taking place as soon as he knows.
4. 1 Corn Hill Road Meter Read: Commissioner Bill Murphy reported that he was hoping the last meter read was going to be a good read and it could be used. He received a copy of the bill from Sarah Diggins and it did not show anything on it. The old meter reading was given to Pennichuck from Commissioner Bill Murphy so there should have been something. Pennichuck is supposed to go out and get another reading to make out a new bill. The issue is still not settled.

5. 147 North Main Street Update: Commissioner Bill Murphy reported that Dave Caron indicated he is going forward with the idea of tying into the main on Gage Street, which is a new service. Dave was talking about both 2" and 4" during conversation he recently had with him. Discussion was held regarding Dave Caron creating a private main with separate ownership to two different properties. The Commissioners agreed that providing water to a separate person on a separate property is not a good idea.
6. 41 Tremont Street Update: Commissioner Bill Murphy reported he received a final read which shows the following is owed: 3 quarters on 39 and 41, 13 quarters on 35. 37 stays active, and then the new one on 41. The customer has a current balance of \$226.00. Commissioner Nathan Young recommended allowing the abatement of \$626, and with the customer owing \$226 this would give him a credit of \$400. **Commissioner Nathan Young made a motion to allow him to fill out the remainder of the draft letter to the customer with the above-mentioned numbers and submit the finalized letter to the Commissioner for signatures and mailing. Seconded by Bruce Crawford. Passed Unanimously.**
7. MCRD Form for Free Access: Commissioner Bill Murphy will get in touch with his contact for access help.
8. Well Height/Possible Water Restrictions: Commissioner Nathan Young reported the well heights seem to be holding. He will recheck them later this week.
9. Collections: A letter has been produced which will be customized with an offer or a customized plan. As long as the customer stays current in their payment plan interest will stop accruing. If a customer does not follow their payment plan all interest is owed and is retroactive. Commissioner Bill Murphy will do a few customized letters and send them out once the next aging report is received by the Commissioners.
10. Long-term Projects:
 - a. CIP Update: Tabled
 - b. Update Emergency Plan (per DES): Nathan reviewing
 - c. Update Vulnerability Report (per DES): Tabled
 - d. DES Asset Management Survey: Tabled

Meeting Closed:

Motion to Close the Meeting by Commissioner Bill Murphy. Seconded by Commissioner Bruce Crawford. Passed unanimously. The meeting was adjourned at 6:51 p.m. by Commissioner Bruce Crawford, Chair.

Next Meeting:

The Next Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. On, October 28, 2020 at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on October 20, 2020

Minutes approved by: _____ /s/ _____ on October 28, 2020
_____ /s/ _____ on October 28, 2020
_____ /s/ _____ on October 28, 2020