

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
Nathan Young, Public (Future Commissioner)

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on March 23, 2020 at 5:30 p.m. by Commissioner Bruce Crawford, Chair.

Approval of minutes from last meeting:

Commissioner Bill Murphy made a motion to approve the minutes of the Regular Meeting of February 24, 2020 and March 11, 2020; and the Annual Meeting of March 9, 2020. Seconded by Commissioner Bruce Crawford. Passed unanimously.

Financial Update:

1. Commissioners signed manifest and checks.
2. MS232 and MS535 forms were signed.
3. Change in bank account is on hold for now pending FSB contact.
4. Check for Joe Spain, Commissioner Bruce Crawford will take care of tomorrow.

New Business:

1. Swearing in of New Commissioner: Commissioner Bruce Crawford will contact Charles Niebling, Moderator, to swear in Nathan Young at the next regularly scheduled meeting of the Penacook/Boscawen Water Precinct.
2. Elm/Chandler Street Application: Commissioner Bruce Crawford reported that a web-based discussion group for road agents, town planners, etc. has been established and are requesting everyone accept electronic copies of plans for the time being instead of hard copies. The Commissioners agreed to accept electronic copies of plans for now. Cheryl Mitchell requested the Commissioners review the Elm/Chandler Street application for approval and calculate the related costs in order for her to write a letter of approval. The Commissioners reviewed the application for Elm/Chandler Street duplex, and it was noted that each residence

will have a total of 3 bedrooms and the applicant wants a 1-inch service for each unit. A brief discussion took place which noted that there will be a 5/8-inch at the curb stop, but they will be 1-inch taps. The Commissioners discussed the cost associated with this project as follows: 2 separate units at \$1750 x 2 for a 2 bedroom would be \$3000 in connection fee. \$500 for each extra bedroom per unit is \$1000 additional in connection fee. Each unit will have \$3000 water investment fee for a total of \$6000. Therefore, the Commissioners feel that tentatively the cost will be \$9500, however, they would like to have Cheryl Mitchell with her experience to calculate the correct amount owed.

3. Cheryl Mitchell reported in writing to the Commissioners that Shelly at CharmLab is in the process of updating the PBWP website.
4. 13 Rosue Drive: A payment plan arrangement was reviewed by the Commissioners and a brief discussion regarding the arrangement took place. ***Motion to accept the payment plan arrangement for 13 Rosue Drive mad by Commissioner Bill Murphy. Seconded by Commissioner Bruce Crawford. Passed unanimously.***

Old Business:

1. Abatements: The following abatements were discussed and agreed upon by the Commissioners at the March 11, 2020 regular meeting. In error, no motion to accept the abatements was made, therefore, ***Commissioner Bill Murphy made a motion to abate 67 North Main Street \$458.59, abate 11 Eel Street \$757.76, and abate for 9 & 11 Cornhill Road \$.10 and \$192.08 respectively. Seconded by Commissioner Bruce Crawford. Passed Unanimously.***
2. 9 Corn Hill Road: meter is inaccessible. Discussion was held regarding the inaccessibility of the meter. Commissioner Bruce Crawford will contact the owner of the property and ask if and when would be a good time for Nathan Young, future Commissioner to look into the situation and perhaps remove a step in order for the meter to be accessible by Pennichuck.
3. Abatement for 209 King Street of \$4500: Pending signed agreement, completion and inspection of necessary work, and payment to bring the account up to date.
4. 167 N Main Street: Discussion was held regarding this property. Currently the amount owed for prior water usage is approximately \$8500. Pepper Enterprise, the previous owner, had the water shut off the day before the closing. However, to water bill was not paid prior to the closing or including in the closing costs. Pennichuck has kept the account open and it is still accruing interest. All water bills were still being sent to Pepper Enterprises and not to the new owner. It is unknown if the current owner was aware of the unpaid water bill prior to purchasing the property, however, the new owner should have done his/her due diligence when purchasing the property. There is no registered lien on the property and therefore

the amount owed for a non-registered lien is in effect for 18 months after property transfer, however that is only if the owner has been informed. PBWP was given no notice that the property sold, the 18 months is almost up, and the new owner was never informed. The Commissioners agreed that if the property owner wants water, then the account needs to be paid before water service is rendered. Discussion was held regarding separate taps, that there is no actual plan to date, the possibility of having 2 or 3 taps, and future plans for the property and perhaps the adjacent property. Again, no application or plan has been submitted to the town or to PBWP. Further discussion took place regarding the past history of the property.

5. Corrosion Building Hatch: ***Motion made by Commissioner Bruce Crawford to accept the repair of the Corrosion Building Hatch. Seconded by Commissioner Bill Murphy. Passed unanimously.***
6. Queen Street Water Tank: Commissioner Bruce Crawford reported there is a screen missing from a vent at the top of the Queen Street Water Tank. Nathan Young reported he believes the top of the tank is approximately 60 feet above grade. No plans on the Queen Street Water Tank have been located. Commissioner Bruce Crawford suggested perhaps using Eric Gay's bucket truck to complete the task and has contacted Eric but has not heard back from him. Further discussion was held regarding if a bucket truck would suffice. Pennichuck agreed to the repair, however, PBWP would like to avoid the cost of the mark up. Nathan Young expressed that there should be a better way to attach the screen so that this issue does not happen repeatably. Commissioner Bruce Crawford will contact Mark Cooper and ask him if he can look into what kind of lift is needed to complete the screen replacement.
7. Meter Testing Update: Commissioner Bill Murphy reported that he has done some meter testing. The Commissioners reviewed the readings of approximately 9 meters which showed readings from the 5 cubic foot test from start to finish. Commissioner Murphy tested the meters at 10 gallons a minute and then a lower flow of 5 gallons a minute. Nathan Young suggested that a new meter be tested to give a base range for future testing. Commissioner Murphy additionally explained that he now knows what to look for and there is the capability to test 3 meters at a time, although he does feel it would be better if the tests could be done with 10 cubic feet. Currently there are approximately 75 meters out back to be tested and 19 new meters in inventory. It was noted that Leek/frozen meters cannot be repaired, and they will not be under warranty. Testing will continue with Commissioner Bill Murphy and soon to be Commissioner Nathan Young.
8. SCADA: Nothing currently to report. Future Commissioner, Nathan Young will contact Chuck Fritz regarding this matter.

9. Furnaces: Commissioner Bruce Crawford reported that Bow Plumbing and Heating went over all the furnaces and there were a couple of repairs needed. They have ordered the parts and will be doing the repairs once the parts arrive. Additionally, they also tested the tanks at the corrosion building and reported that there is a small leak around the gage of the propane tank. Commissioner Bruce Crawford will contact Eastern Propane with regards to the leak.
10. Elektrisola Backflow Test: Status Unknown. Cheryl Mitchell was to contact Pennichuck and have them retrieve the backflow serial numbers.
11. Cost of Monthly Billing: Commissioner Bill Murphy reported he has emailed Tara King of Pennichuck but has had no response. The Commissioners discussed the possibility of having Pennichuck do a monthly read but retaining the quarterly billing. This may be the solution for PBWP to receive all the data they need without a huge increase in additional costs.
12. Trailer Park Master Meters: Commissioner Bill Murphy reported he located a 2008 Notice to Park Owners which stipulated that all meters on individual trailers would be read and billed along with the master meter. The difference in the individual trailers billing and the master meter reading is the responsibility of the Park Owner to pay. This is still the current PBWP policy with regards to Trailer Parks. A brief discussion also took place relative to skips within a trailer park.

Other Business:

1. Account balance update: Unknown.
2. Bank Signature Cards: On hold until FSB reopens.
3. Leak Percentage: Commissioner Bill Murphy reported that PBWP has received the leak percentage report from Pennichuck. The report indicates the system leakage going from 27% to 18%, possibly 16%, which is significantly close to what is considered normal.

Meeting Closed:

Motion to Close the Meeting by Commissioner Bill Murphy. Seconded by Commissioner Bruce Crawford. Passed unanimously. The meeting was adjourned at 6:34 p.m. by Commissioner Bruce Crawford, Chair.

Next Meeting:

The Next Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. On, April 8, 2020 at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on April 17, 2019

Minutes approved by: _____ /s/ _____ on April 22, 2020

_____ /s/ _____ on April 22, 2020

_____ /s/ _____ on April 22, 2020