

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, Commissioner

Present via Zoom: Cheryl Mitchell, Administrative 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 February 24, 2021 at 5:30 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 meeting minutes of February 10, 2021 and Budget Work Session meeting minutes of February 7, 2021. Seconded by Commissioner Nathan Young. Passed Unanimously.

New Business:

1. Selection of New Attorney: Commissioner Bill Murphy reported that Attorney Dave Rayment will be returning on March 2nd. He is interested in being the Precincts counsel and is very professionally qualified.
2. Warrant: Commissioner Bill Murphy reported that the Conservation Commission is interested in the Walker Pond land. The way the Warrant is written said the Precinct would sell. A second Warrant article has been requested by the Town which specifically states it is "Map 45 Lot 74 and Map 45 Lot 78 to the Town of Boscawen". At that point, the original Warrant Article would be changed by removing the Map and Lot numbers. Commissioner Bill Murphy will supply Cheryl Mitchell with the appropriate changes. ***Commissioner Nathan Young made a Motion amend the first Warrant Article and have the second requested Warrant Article put into the Precincts Warrant. Seconded by Commissioner Bill Murphy. Passed Unanimously.*** Commissioner Bruce Crawford noted that

the original Warrant Article should be voted on first and that the Commissioners need to make it clear to the voters that the land is Webster land. Article 4 will become the Webster Article and Article 5 will become the Boscawen Article.

3. Annual Report: An Annual Report is needed. Cheryl Mitchell reported she has the budget, will produce the rate sheet, will have the Warrant, and last year's audit. The only thing needed is letter/report from the Commissioners. Discussion took place regarding how many Annual Report copies should be made and if N.H. Print and Mail should be used. Commissioner Nathan Young will produce a writeup for the Annual Report.
4. Annual Meeting:
 - a. Action Items for Consideration: It was noted that the only hold up now is that the Precinct needs DRA blessing and need determination on whether the emailed petition is valid as an original was never received. Additionally, the new Precinct Attorney needs to be in place and brought up to speed.
 - b. Date of Annual Meeting: None set. Reminder that posting must be 20 days prior to the Annual Meeting date.
 - c. Place of Annual Meeting: Commissioner Bruce Crawford explained that 36 square feet is needed for each nonfamily member. There is also a need to accommodate a larger number of people due to the Walker Pond sale. Lauren Hargrave requested that wherever the meeting is held she will need to hear the audience to take proper minutes. Various places discussed were Town Hall, Elementary School, and Alans Restaurant. The biggest issues will be availability, capacity, and cost. Further discussion took place regarding other possibilities and the need to limit voting and speaking to rate payers only. This issue needs further discussion and a decision.
 - d. Annually Elected Positions: Is everyone running again: There are open elected positions for a Commissioner, Moderator, Treasurer, and Clerk. Elaine Clow will accept a nomination for Treasurer. Lauren Hargrave will accept a nomination for Clerk, and Bruce Crawford will accept a nomination for Commissioner.
 - e. Fire Chief Issues and Concerns: Commissioner Bill Murphy reported he met with Tim Kenney and a lot of his concerns are with the Water Street low pressure and being able to fight a fire up there. This issue is not changing any time soon. Commissioner Nathan Young suggested Dave Miller look into the pumps at the booster station and see if one can be removed and a larger pump be put in place. With this option it is still not clear if it would be enough for fire rating, but it would boost the pressure some. It was noted most of the system does not have fire protection. The main Issue is pushing the water up hill and through a 12-inch main. A fluctuation of pressure would

cause an additional problem. Commissioner Bruce Crawford wondered if keeping the current pumps and putting in an additional larger pump strictly for fire service, would be a solution. The additional large fire service pump would have to be manually turned on which was not favorable. Discussion took place regarding pressure issues along with electrical demand and size of a larger pump, and cisterns along the roadway. Commissioner Nathan Young discussed setting pressures to turn on and off on a larger pump. It was noted that the pump would need an alarm system which would be very costly. Additionally, discussion took place regarding installing a second booster station halfway up Water Street to run in tandem with the first pump house. Commissioner Bill Murphy noted that fire protection is not something happening on Water Street. Nearly all the system is not going to meet criteria anywhere where it branches off on the system with regards to Fire protection. The larger more pressing issue is acquiring clean ample drinking water and to accomplish that implementing Well 4 is necessary. Discussion also took place regarding downsizing pipes with a liner would be feasible in the future. Additionally, discussion took place regarding procuring flow figures during a flushing program. Half the town does not have water service. Commissioner Bill Murphy will contact Tim Kenney and have further discussion with him.

5. Woody Hollow: Commissioner Nathan Young questioned if the proposed new system at Woody Hollow will be a private system or if the Precinct will be responsible. He noted if it was private, which it is, that they can use PVC piping if they desire. Additionally, Commissioner Nathan Young questioned if the Precinct has received the job specs for the project. The Precinct only has what the engineer drew up. Normally you have drawings based upon the specs and Dave Miller, the Precinct Engineer, is looking for the specs. Commissioner Nathan Young will email Woody Hollow directly to try to obtain the specs.
6. 7 Corn Hill Road High Water Use/Possible Leak: Commissioner Bill Murphy explained that the last couple of bills at this address have been huge, especially since it is a trailer. He discussed going to the residence and making them aware that they may have a leak. The customer is also behind in billing. Commissioner Bill Murphy will investigate.
7. Leak Credit Request for 21 Bailey Drive/ Robert Davis \$142.08: Had a leak and repaired it. The \$142.08 is half of the bill. Discussion took place regarding when a leak credit started and what took place in the past. Commissioner Bill Murphy reported that in a book received from the Town, i.e., an instruction manual for the Precinct, there is a leak credit. The average usage is taken and what is over that amount is divided in half and is what is abated. This issue is tabled until receipt of the written material on the Leak Credit in the manual.
8. Water Documents: Discussion took place regarding the need to have all water documents updated and in one place so that there is consistency. To accomplish

this task someone will need to compare all the electronic and paper documents. A current 2021 document should be saved in 2 locations and all other documents should be saved for history but is not published and used. Commissioner **Nathan Young made a Motion to have Lauren Hargrave, Clerk, start working on compiling the current/most up to date Water Precinct documents. Seconded by Commissioner Bill Murphy. Passed Unanimously.** The Commissioners approved four hours of work a week, for 6 months. However, she is not limited to 4 hours a week. Chery Mitchell noted that the budget should reflect the cost at a rate of \$24 hourly.

9. County Complex Brown Water: Commissioner Nathan Young reported that without Well 3 being operational, Well 1 and 2 will produce water but there is a significant amount of color that is coming from them. Dan Wojcik of Pennichuck reported to Commissioner Bruce Crawford that he spoke with the County Complex and things are calming down. It sounds like the hot water was brown and the cold water was okay which would indicate that something has settled in the water heater. Dan Wojcik suggested to the County to do some flushing. Pennichuck will keep an eye on this issue.
10. Other Locations Brown Water: Random sludge running through the water lines has been reported. Commissioner Nathan Young explained that the Precinct has been getting away with a blend from the two functional wells, but if there is ever a time that the Precinct is unable to blend from the Wells it will become a bad situation. The Commissioners agreed that there is a need to continue to look forward to a cleaner water source in the future.
11. Snow Removal Service or Lack Thereof: Commissioner Bruce Crawford noted that the snow removal company is not performing well. He believes the contract was for a flat rate for each storm. It was noted that the booster station, corrosion building, and going into the Well field as far as the building seems to accomplish. Discussion took place about the eaves and the shoveling around the office building. Commissioner Bruce Crawford will contact the contracted snow removal company and explain the necessity of attention to detail around the office building.
12. Congregational Church Issues: The Church has a meter issue and is not reading. Additionally, the Church park is another account that the Church has been paying on and they want it to end since there has been no usage of water since June of 2018/ Additionally, the Church is requesting that the Precinct essentially abate the charges from then (June 2018) until now, which ends up being approximately \$352. The account in question is the water spicket near the tennis court in the Church park. Charlie Broughton does the account work for the Church and wrote the email. It was also noted that the Parsonage meter is not working. The meter was replaced but the radio either doesn't work or wasn't replaced. The meter transponder was damaged when a car hit the Parsonage. Pennichuck needs to fix the Parsonage issue as there has been only one actual read in a year and a half. It was also noted that there appears to be a billing credit issue with the Church

account. Commissioner Bruce Crawford will contact Bev Drouin and discuss the issue.

Other Business:

Cheryl Mitchell Items: Cheryl Mitchell reported that the Audit is about done and that the Auditors said it went well. She sent the information on the hydrant fees to be uploaded onto the website, but as of now it has not been loaded on the website.

Old Business:

1. 20 High Street: The water has been turned off and Commissioner Bill Murphy will email Kellee Jo Easler and advise her.
2. River Road Leak: Repair completed, Crete to be billed. A brief discussion took place regarding eroding of the clamp. The water pressure is a lot better and there is no sand. Commissioner Bill Murphy spoke with Adam Crete and suggested that in the spring he should find the end of the line and put a blowoff on it. The line is almost 7/8" on the inside and the pipe seems to be in decent shape. Commissioner Nathan Young believes in the spring a master meter should still be installed.
3. Letter to Laboe & Tasker: The Commissioners need to decide if the Precinct is done trying to collect the money owed on the lands water bill. Discussion took place regarding Dave Caron purchasing the land without an attorney and that he should have known the Precinct was involved. It was also noted that Don Fanny has the idea that he could potentially partner with Dave Caron on the water line so he would not have to tap by himself. The question becomes if it better to have Dave Caron move forward with the project with Don Fanny with the idea that the amount of money which would come in from the project going forward may be more than dragging the billing issue out. Commissioner Bruce Crawford would be willing to take away interest and fees on the water bill owed and just have him pay for the water itself. It was further noted that this would be a cheaper option as it would allow the project to move forward which is better than being stuck in the current situation. Discussion took place regarding waiving any interest and fees going back to the date of closing and using the balance as of the date of closing as the amount owed. Commissioner Bruce Crawford suggested the Commissioners wait until the new Precinct Attorney is on board to write the letter. Commissioner Nathan Young noted that his concern with the bill is that the Precinct does not lose any money for the water usage itself. Tabled for Attorney review and input on the issue.

4. Letter to the Conservation Commission Regarding Pond Land: The Commissioners noted they do not have a written reply, there are a couple of emails from Kellee Jo Easler which states that they have decided to buy both Lots 74 and 78 and they were going to have a purchase and sales agreement written up by the Town Attorney and are willing to move forward. Commissioner Bill Murphy noted they wanted their own Warrant Article. The Commission has copies of the plans and deeds and will go to Bartlett and have the plans recorded. The deal is all contingent on the Annual Meeting and getting approval to sell.
5. 41 Tremont Street aka Norac Way: Issue Resolved. Radio is installed in the cover and it should be giving readings.
6. Corrosion Building Transfer Switch: Commissioner Nathan Young reported he received an email stating that the part will be shipping very soon. He requested a tracking number and noted that the Corrosion Building at 350 DW Highway is an unmanned facility. Commissioner Nathan Young will make contact tomorrow and have a conversation about the shipping address.
7. Merrimack County Nursing Home Past Due Bill: Issue Closed.
8. Long-term projects:
 - a. CIP Update: Tabled.
 - b. Update Vulnerability Report (per DES): Tabled
 - c. DES Asset Management Survey: Tabled

Meeting Closed:

Motion to Close the Meeting by Commissioner Bill Murphy. Seconded by Commissioner Nathan Young. Passed unanimously. The meeting was adjourned at 7:05 p.m. by Commissioner Bruce Crawford, Chair.

Next Meeting:

The Next Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, March 10, 2021 at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on March 1, 2021

Minutes approved by: _____ /s/ _____ on March 10, 2021.
 _____ /s/ _____ on March 10, 2021
 _____ /s/ _____ on March 10, 2021