

## 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 March 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 March 10, 2021. Seconded by Commissioner Nathan Young. Passed Unanimously.***

### **New Business:**

1. DES Water Quality Report: Commissioner Nathan Young reported he spoke with Rick Skarinka from DES today. They were finishing the Water Quality Report. They spoke about the issues PBWP has had with the iron in Well #2. DES does not involve themselves in Iron issues since it is a secondary contaminate meaning there is no health issue related to it, it is an aesthetic thing. It will have to work itself out at the Precinct level. The Report will basically state that Well #2 is not a viable option and the Precinct cannot rely on Well #2. This issue is something which will help when discussing the furthering of Well #4 being discussed during the Precincts Annual Meeting. Additionally, Rick Skarinka reported he had gotten complaints regarding the iron in the water system. It is disheartening that DES is being called but the Commissioners are not. Discussion took place regarding informing PBWP customers via the Town and Precinct websites that any questions or concerns regarding the water quality should be directed to the Commissioners using the PBWP email and their concerns will be addressed appropriately.

Additionally, in the future, if Well #2 must be utilized again Rick Skarinka suggested giving the public notification which says something along the line of “due to failure of a Well the Precinct has to run on Well #2 which contains a higher iron content, and you may be seeing coloration issues until the issue is corrected”. Further discussion took place regarding negative Facebook public postings instead of PBWP Commissioners being contacted directly with complaints and questions. Discussion also took place regarding putting a statement on the Town website on how to contact the Precinct with questions. Commissioner Nathan Young will email Allie at Pennichuck to ask if the same message can be printed on the water bill in bold.

2. Break at Chandler Street: Commissioner Bill Murphy noted that this will be an expensive project as there is a lot of utilities in the hole. They had a hard time locating the main break. There is a gas line that runs over top of it and a storm drain which runs diagonally between the gas line and then the sewage is below that. The leak was caused by a crack 6” long but 4 feet away it appears that it had failed before. The line is right underneath the roadway. The Commissioners agreed that digging the entire thing up and repaving later is the best resolution and noted that it should be fixed sooner than later.
3. FSB Notice of Inactive Account: Commissioner Bruce Crawford reported that FSB sent a notice to the Precinct that the savings account will be charged \$10 a month for storage. It is believed it is the old savings account which has had no activity. Discussion took place regarding the account number ending in 4144. An inactive account ending in 5866 should have been closed out. Cheryl Mitchell will contact Nancy at Franklin Savings Bank and find out more.
4. TDS Bill Always Late: Cheryl Mitchell reported the bill only becomes late twice a year due to a timing issue. Paying the bill is dependent on when the Commissioners meet twice a month. Cheryl Mitchell also noted that the bill is current.
5. Pennichuck bill \$14674.67: Informational only.
6. 20 High Street Charged \$101.58 to Shut Off Charge: There is still an account at Pennichuck, and Commissioner Bill Murphy will contact Allie at Pennichuck regarding the billed amount to the Precinct being placed on the customer account on the next billing cycle.
7. Review of Circle Project: Commissioner Bruce Crawford note that Friday, March 26<sup>th</sup> at 12:30 p.m. he will be meeting with Dean Hollins and John Kegan to look over the plans and the list of materials being used for the circle project. Commissioner Bill Murphy will also look over the plans. Discussion took place regarding the use of certain materials and what the general plan may be.

8. Woody Hollow Going Out to Bid: Commissioner Bill Murphy noted that he talked to Tim Kenney, the Boscawen Fire Chief, to make sure he did not want to look at the plans and he confirmed he was fine with the design. Commissioner Nathan Young reported that Rick Skarinka from DES also had to look at the plans and improve it as well. Rick believes the Precinct should have Woody Hollow pay a higher impact fee and have the Precinct own the hydrants because at some point the hydrants are going to have an issue and they will also need to be part of flushing program. Rick was also under the impression that the Precinct can force them to utilize material of the Precincts choice. According to the Woody Hollow Engineer, by being rural development they must give the contractor the choice of what to use for material. It was also noted that anything beyond the curb stop is owned by the customer, however, the Precinct retains the right to make repairs if the customer refuses and will then bill the customer for such repairs. Further discussion took place regarding the flushing program.

### **Old Business:**

1. Warrant: Received the Warrant back from the new Precinct Attorney. The Precinct is waiting to set a date for the Annual Meeting and a Purchase and Sale Agreement from the Town prior to sending it to DRA. It was noted that the second Warrant Article was written differently than it was in the past. Further, it was noted that two Warrants are needed as you cannot ask two questions in one Warrant Article. If Article one goes through and passes the second Warrant will become moot. The other Articles stay the same as written. Discussion took place regarding the Purchase and Sales Agreement and the other Articles on the Warrant. Cheryl Mitchell will make the appropriate changes to the Warrant.
2. Annual Report: Once the date for the Annual Meeting and the Warrant is completed the Annual Report it should be easy to pull together because everything else is pretty much completed.
3. Precinct Attorney: Commissioner Bill Murphy reported that Commissioner Bruce Crawford and himself met with Dave Rayment, Esquire, from Cleveland, Waters, and Bass, PA and he is not going to become the Precinct Attorney. However, Jeffrey Christensen from Cleveland, Waters, and Bass, PA will be the new Precinct Attorney. It was also noted by Commissioner Bruce Crawford that a new contact list has been produced for the Precinct and was given to the other Commissioners.  
***Commissioner Bill Murphy made a motion to hire Cleveland, Waters, and Bass, PA as the representative for Penacook Boscawen Water Precinct. Seconded by Commissioner Nathan Young. Passed unanimously.*** A formal letter will be sent by the firm confirming representation.

4. Annual Meeting: Still Waiting for a Date, Time and Location. A brief discussion took place regarding location.
5. Church Park Abate and Remove the Meter and Cancel the Account: There is a pit, but it is unknown if there is a meter present. If there is a meter it will be pulled, and the balance will be abated, and the account will be shut off. Commissioner Bill Murphy will email Allie at Pennichuck to have her close the account and have the meter pulled and abate the bill. A brief discussion took place regarding the curb stops staying shut or if the end of the pipe is plugged. It was noted that they pull out seasonally can shut off at road and drain it. If it is shut off at the curb stop it should be fine.
6. Parsonage: The Parsonage meter does not read due to an auto accident. The meter is okay, but the meter box has been damaged. There has only been one actual meter reading and the other bills were all estimated.
7. River Road Leak: Repair is Completed. No bill has been seen. Commissioner Nathan Young will contact Charlie from WSO and request the bill.
8. Capitol Alarms Bill: Letter signed to cancel service.
9. Letter to the Conservation Commission Regarding Pond Land and Purchase and Sales Agreement: Ignore. Commissioner Bill Murphy noted that he has been in contact with Kellee Jo Easler regarding the P&S. He also noted that in the minutes of the Conservation Commission Meeting it stated that Tom Gilmore will sign the P&S.
10. DES Risk Assessment: Done and Accepted.

**Cheryl Mitchell Items:** Cheryl Mitchell noted the report will be a bit off because the revenue is only through February because Pennichuck does not supply the numbers until the end of the month. Therefore, it was noted that the revenues will always be a month behind the expenses.

**Long-Term Business:**

1. CIP Update : Tabled
2. Update Vulnerability Report (per DES): Tabled
3. DES Asset Management Survey: Tabled

**Commissioner Bill Murphy made a motion to enter into Nonpublic Session per RSA 91-A:3 II (e). Seconded by Commissioner Nathan Young. Passed Unanimously.** The Commissioners entered into Nonpublic Session per RSA 91-A:3 II (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with anybody or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.

**Commissioner Bill Murphy made a motion to come out of Nonpublic Session at p.m. Seconded by Commissioner Nathan Young. Passed Unanimously.**

**Commissioner Bruce Crawford made a motion to seal the Nonpublic Session Minutes per RSA 91-A:3 III. Seconded by Commissioner Bill Murphy. Passed Unanimously**

**Meeting Closed:**

**Motion to Close the Meeting by Commissioner Bill Murphy. Seconded by Commissioner Nathan Young. Passed unanimously. The meeting was adjourned at 6:25 p.m. by Commissioner Bruce Crawford, Chair.**

**Next Meeting:**

The Next Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, April 14, 2021 at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on March 29, 2021

Minutes approved by: \_\_\_\_\_ /s/ \_\_\_\_\_ on April 14, 2021

\_\_\_\_\_ /s/ \_\_\_\_\_ on April 14, 2021

\_\_\_\_\_ /s/ \_\_\_\_\_ on April 14, 2021