

## 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  
Lauren Hargrave, Clerk  
Cheryl Mitchell, Administrative Consultant

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on August 25, 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 minute of August 11, 2021. Seconded by Commissioner Nathan Young. Passed Unanimously.***

### **New Business:**

1. Certified Copy of Minutes for Sale of Land: Never had a request for it before. Discussion was held regarding Certified and Notarized and if they mean the same thing. A copy of the annual minutes were printed and signed again by the Commissioners. The signed copy was given to Cheryl Mitchell to notarize, and hand deliver to Kellie Jo Easler at the Town office.
2. Knowlton Road Remillard Application Planning Board: Commissioner Bill Murphy presented the other Commissioners with a letter he wrote and reported that there is no way to check the box on the application. The Commissioners signed the letter for mailing. Commissioner Bill Murphy additionally noted that the goal is to build out in the back land closest to Corn Hill Road.

3. 16 - 18- 20 Chandler Street: Commissioner Bill Murphy reported that the issue has been resolved. Dan Gelinis is going to do the demo and take care of the water while Dean Hollins digs for the sewage.
4. 5 Elm Street Payment Agreement: **Commissioner Nathan Young made a motion to accept the payment agreement for 5 Elm Street. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
5. 7 Corn Hill Road Payment Agreement: **Commissioner Nathan Young made a motion to accept the payment agreement for 7 Corn Hill Road. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
6. 10 Elizabeth Drive Waive Interest: **Commissioner Nathan Young made a motion to waive the interest for 10 Elizabeth Drive. Seconded by Commissioner Bruce Crawford. Passed Unanimously.**

Commissioner Nathan Young will email Pennichuck regarding 5 Elm, 7 Corn Hill and 10 Elizabeth.

7. 47 Commercial Street Add Meter: Commissioner Bill Murphy emailed the customer and let him/her know that the issue would be taken up and discussed tonight. It was noted that 2 curb stops may be needed, or something can be done in the cellar with 2 meters. Commissioner Bill Murphy further noted that the curb stop is either way out by the road or in the middle of the road. Commissioner Bruce Crawford noted he is unsure of where the curb stop is located because it is fed by the back side of the house from the line which comes over Fisher Avenue. Commissioner Bill Murphy noted that the card which he saw did not state that information and the drawing shows it comes from the street. Commissioner Bruce Crawford confirmed it does not come from the street and explained that in the past when Dana wanted water down there, and if you look beside Henry's old house, there are a couple of old hydrants and when the line was previously turned on to see where it goes it went in and out of all the buildings and water came out everywhere except where it was supposed to, so it is not fed from that. It is fed from the back of the house going across to that house and Dratner's house. Dratner drilled a well so it only feeds Dana's old house and Emery's old house (brick and duplex). Commissioner Bill Murphy questioned where the line was coming from. Commissioner Bruce Crawford further explained that the line is coming from Fisher Avenue and goes down the hill traveling towards Piontkowski's gravel pit. Then it goes up River Road to Dale's old place and stops at John Porters. Commissioner Bill Murphy noted there is another one which comes from Fisher Avenue which is abandoned. Commissioner Bruce Crawford noted there is another line which doesn't follow Commercial Street, it comes down across someone's yard and services the white

house next to the road on the left-hand side on Commercial Street, and then stops approximately 20 feet beyond that. Further, Commissioner Bruce Crawford noted that it is not much of a line and believes it is 1-inch and perhaps plastic. The Commissioner agreed that the most prudent thing to do would be to place 2 meters in the cellar with the provision that the owner must give the Precinct Access, or the water will be shut off. Commissioner Bill Murphy further noted that Prescott makes a yoke which has a valve on each one. A quarter turn valve with a tab on it to pull off. At this point it is the simplest way to handle it. Commissioner Bill Murphy will write a letter explaining the Commissioners discussion.

8. Woody Hollow Backflow Preventers/Test Reading of Meters: Commissioner Bill Murphy around about the backflow issue and they are working towards putting backflows on everyone because a lot of them had them anyway. The way it was left with the President of the Co-op was what the Co-op should do and let her speak to the engineers. Commissioner Nathan Young noted that backflow prevention laws start at private systems serving over a thousand people. As far as reading the meter, Chad from Pennichuck went there yesterday and looked at what they want to do, which is to test 5 or 6 meters and it goes back to the same engineer. Ultimately the Co-op is going to pay for the testing, so why not test all of them at the same time. It is unknown as of now but there is a meeting tomorrow which Commissioner Bill Murphy will attend.
9. 4 Bailey Drive: The customer agreed to pay \$123.00/month and current charges, for 12 months. This covers the past due balance of \$1470.26. Requesting approval of this arrangement. **Commissioner Nathan Young made a motion to approve the payment agreement for 4 Bailey Drive. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
10. Breakdown of Pennichuck Invoices: A breakdown of the invoices from Pennichuck to cover the service contract for August and invoices for additional work done in July. The yearly budget for Pennichuck was \$221,000.00. The budget to actual for 7/31/21 as expenses for Pennichuck at \$161,523.72 plus this invoice totaling \$25,630.75 puts the expenses at \$187,154.47. This only leaves \$33,845.53 remaining of the original budgeted amount for Pennichuck for the remainder of the year. (August - December additional work and Sept.- December monthly service contract) The Commissioners discussed the breakdown and agreed that it is what it is, and any budget is a guessing game. Cheryl Mitchell noted that Pennichuck has raised the rate of the monthly service fee which was not accounted for. That there was the June billing issue from 2020 not being billed to the Precinct, and all the large repairs. Going forward the budget should be increased, and Commissioner Bruce Crawford noted that whatever the total paid this year should

be used for a base on next year's budget. A brief discussion was held regarding budgeting being an estimate.

**Cheryl Mitchell Items:** Cheryl Mitchell noted that a title company called Pennichuck for a closing meter read on a residence and Pennichuck stated the customer did not have water and made no effort to investigating. Cheryl Mitchell herself went into the customers basement and giving a final read for Pennichuck so the customer could close. All the Commissioners agreed that Pennichuck is not customer friendly citing a few other instances involving bad customer service by Pennichuck. The Commissioners also agreed that they need Pennichuck to come in and speak with them regarding issues the Precinct and Customers are having with them. Commissioner Nathan Young noted that his request for estimated billing clarity on the bills was ignored. Commissioner Bruce Crawford suggesting compiling a list of things which was sent to Pennichuck and was never responded, as well as a list of things which took too long for Pennichuck to respond to and/or complete. A brief discussion took place regarding recording of customer service calls at Pennichuck.

#### **Old Business:**

1. 147 North Main Street: Commissioner Nathan Young reported that he forwarded the information regarding the main to Charlie of WSO. Commissioner Bill Murphy noted that the way that Charlie of WSO wants to go is that right about the center of the lot frontage you have a manhole and another old one side by side with a tie between them and it is right about where he wants to go. After talking with the horizontal drillers "DBU". Due to cost and ease of direction we decided to move the meter pit Location on 147 north main South to the Center of the lot instead of the North corner. The starting location was moved East but still off right of way for DOT. This less in the footage from 150 feet to 80 feet and the number of existing utilities that will have to pass under. The cost estimate was over 5k less with the change in distance.
2. Planning Board Hearing August 24: Nothing is known with regards to the Planning Board Hearing on the Caron Property.
3. Well # 4: Commissioner Nathan Young is going to borrow the large paper maps held by the Precinct and will be letting Greg Smith of Weston and Sampson borrow them so he can make digital copies. Greg Smith will also send the Precinct digital copies and return the originals. A brief discussion took place regarding if the maps are design plans or as built. It was noted the maps were produced by Janet Levey.

4. Granite State Rural Water Operator Field Day 9/14/21 Mt Sunapee: Commissioner Bruce Crawford will not be attending as he is extremely busy with other important matters.
5. Well Field Issues: Access Pad Well: Still working on.

#### **Other Business:**

1. Skip Kelly of old Steenbeke Property: Commissioner Bill Murphy explained that Skip Kelly is asking to run a main across to feed the building towards the front of the property. He wants to offer the same main to the thrust shop and the garage. The plan is to run the main down and he wanted to do it in plastic, noting that currently it is ductal iron. Commissioner Nathan Young explained that if it is within the Precinct's system ductal iron must be used, but if it is a private system, i.e., after the meter, the material used is the customers decision and risk. You will need to have a meter pit before the line extends if you are using plastic. Commissioner Bruce Crawford noted that Kelly can be given a choice of putting in a meter pit or using ductal iron. It must be at least a 6-inch line and if there is a problem with at 6-inch unmonitored line there can be major issues. Further, Commissioner Bill Murphy noted he called the Fire Chief but has not yet heard back from him. The question he is asking the Chief is if a hydrant should be required at the end because it is almost 700 feet across from one end to the other. It seems like a long way for fire protection between the 2 hydrants. A brief discussion took place regarding current and future plans.
2. School District Payment: Chery Mitchell questioned if the Precinct has been paid by the School District. No payment has been seen by the Commissioners.

#### **Long-Term Projects:**

1. CIP Update: Tabled
2. DES Asset Management Survey: Tabled

#### **Meeting Closed:**

***Motion to Close the Meeting by Commissioner Nathan Young. Seconded by Commissioner Bill Murphy. Passed unanimously. The meeting was adjourned at 6:05 p.m. by Commissioner Bruce Crawford, Chair.***

**Next Meeting:**

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, September 8, 2021, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on August 27, 2021

Minutes approved by: \_\_\_\_\_ /s/ \_\_\_\_\_ on September 8, 2021

\_\_\_\_\_ /s/ \_\_\_\_\_ on September 8, 2021

\_\_\_\_\_ /s/ \_\_\_\_\_ on September 8, 2021