

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

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on October 13, 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 September 22, 2021. Seconded by Commissioner Nathan Young. Passed Unanimously.

Cheryl Items:

1. Pennichuck Billing Issues, Return Payment Issues, etc.: It was noted by the Commissioners that the NSF issue never got completely answered to anyone's satisfaction. The Commissioners agreed that they have to do their due diligence in keeping after Pennichuck for the billing issues which have been occurring. The Commissioners further agreed that Pennichuck is not very good at billing issues. Commissioner Nathan Young noted that it is not unrealistic for Pennichuck to subtract from someone's account until the check has cleared. The Commissioners all agreed that Pennichuck needs to be advised that they need to work on the consistent billing issues taking place.
2. Time Spent Tracking Bounced Payment w/ FSB: The Commissioners reviewed an email from Cheryl Mitchel regarding her time spent tracking a bounced payment with Franklin Savings Bank. Commissioner Bruce Crawford believes it was a declined electronic transfer situation. The Commissioners acknowledged that the

time used by both Cheryl Mitchell and Nancy from Franklin Savings Bank is astronomical and should be addressed with Pennichuck. Commissioner Nathan Young suggested sending Pennichuck a letter with a listing of the time spent on this one issue by Cheryl coupled with additional time spent by the Precinct in handling numerous other billing issues, noting that more attention needs to be spent on billing by Pennichuck. Commissioner Bruce Crawford suggested that the Commissioners find out how much the bottom line is between all the errors and present it to Pennichuck with how much it has cost the Precinct for their errors. Commissioner Bill Murphy noted that the Commissioners need to find out from Cheryl Mitchell how much time she has put into the multiple billing errors by Pennichuck. Perhaps sending Pennichuck a letter outlining time spent and the issues, etc. is a viable option. The Commissioners ultimately decided to look into the situation more and obtain more information before going forward. Again, noting that there is a significant amount of billing issues at this point.

New Business:

1. Creation of Reply Forms for Planning/ Zoning Boards: Commissioner Bruce Crawford reported that he was considering coming up with a form letter which could be used by the Precinct to respond to the Planning/Zoning Board when it comes to if water can be supplied. He is considering a form letter which perhaps has boxes which can be checked stating “yes we can supply water with no questions asked”, “no we cannot supply water as it is not a part of the Precinct”, or “maybe we can” which would depend on the cill height and depending on other things, etc. Also leaving room for comments and perhaps something which states that more information is needed. Commissioner Bruce Crawford will put something together for later review by the other Commissioners.

David Caron and Cynthia Caron entered the meeting.

Old Business:

1. Caron Property 147 North Main Street: Commissioner Nathan Young asked Dave Caron if he had heard from Charlie at WSO regarding a cost for bringing water across the street. The last Dave heard WSO was still dealing with the State. The Precinct heard back from the Road Agent at the end of last week stating that they accepted WSO working under the Precinct’s Bond and can now proceed with the paperwork to the State. Dave Caron noted that Dig Safe has marked it all, but he believes it is only good for 30 days. Dave Caron noted that the engineer kind of drew up where things should go and that he will create a drawing notating that it is a 2-inch line with a 3/4-inch coming off with each one having a curb stop and each one having a meter pit. Commissioner Bill Murphy explained that a double meter

pit per building can be utilized. Prescott told Dave Caron that they are behind, so Dave purchased 4-meter pits. Commissioner Bill Murphy noted that Dave Caron will also need pit radios which are also currently in short supply. If everything is ordered now it should be here by the time everything is ready to go. Dave Caron questioned if he would order the radios or if the Precinct would. Commissioner Bill Murphy noted that the Precinct would order the radios and confirmed that 4 are needed as Dave has 2 buildings/4 units. He will have a single meter pit for each unit. Bruce questioned if the buildings were going to be on a slab. Dave Caron reported it is a slab which is a 2-car garage with the residence above the garage, and he was going to place the pit in the garage and wanted to know if that was an option. The pit will be in the ground 4 feet down where the water lines come up. The Commissioners noted that it would depend on how cold the temperature reached. Commissioner Nathan Young questioned if there would be an issue with the pit being inside the garage when Pennichuck took the meter reads. Commissioner Bill Murphy noted that regular radios could probably be used as the area is pretty dry. The issue of curb stops was discussed, and it was noted that there has to be some kind of facility so that the Precinct can shut off the water to individual units if needed. It must also be secure enough so the customer cannot turn the water back on. Commissioner Bill Murphy noted that they do have locking valves. Dave Caron reported that the buildings are 30x60 with a center wall down the center and a 2-car garage on each side. Discussion took place regarding what is needed relative to meter pits and curb stops. It was determined that Dave would be better off doing a single meter pit with a single curb stop for each unit. Therefore, he will be coming off the 2-inch line 8 times. It will all be accessible, and he will be running plastic piping. The Commissioners explained that the one thing to keep in mind when doing taps is that you have to be 4 feet apart, you cannot do less, but you can do more. The other thing is that you cannot be more than 4 feet away from a joint (bell). Commissioner Nathan Young clarified that the curb stop has to be 4 feet away from anything else, a pipe joint, another curb stops, etc. needs 4 feet of clearance. It was further clarified that it has to be 4 feet along the line not width. Depending on where the pits are placed inside if a wire can come out of it you can do a normal house reader and have a wire go down into the pit. Dave Caron explained the pits will be close to the outside wall in the corner. A normal house reader should work as it is protected. Commissioner Bill Murphy explained that the point of having a pit radio is that the radio itself is sealed and there is no wiring that actually goes to the radio. The same thing happens with the meter. With a house meter the wiring is not sealed. But if there is not going to be any water intrusion going with a normal house reader would be less expensive and feasible. The meter pit covers are strong enough so they can be driven over, more than likely they are casted. Dave Caron reported he spent \$9,700 on 4 pits and pipe for 4.

Commissioner Bill Murphy noted that a hole will need to be drilled either inside the cover or inside the pit to get the wire out. Dave Caron reported he will probably have the wire come out of the pit with a piece of conduit. Dave Caron will draw up the plan as to where it will be run and where it will branch off with some rough measurements which will show they are 4-feet apart, showing the 4 curb stops and the 4-meter pits. The plan just needs to be clear enough so the Commissioners can see what is being done. $\frac{3}{4}$ each outlet at the end of the line for a flushing hydrant. Commissioner Bill Murphy explained that usually a flushing hydrant line is 2-inch and since Dave Caron is running 2-inch all the way to the end anyway a 2-inch flushing valve should be used. It was further explained that the problem with a smaller flushing valve is that in order to flush the line it has to be a minimum amount of flow, or the flow will never pick up debris/sediment. Commissioner Nathan Young clarified that what it is, is a rapid water transmission in the line to flush out any debris/sediment in the line and therefore a 2-inch line is needed. Dave Caron further explained that he is trying to find a place to put the flushing valve so it will not be utilized by occupants of the units. Commissioner Bruce Crawford suggested placing a lock on the flushing valve as it sticks up and wherever it is facing should be in a spot where you can run a high flow. A hose can be used to redirect the flow if necessary. Commissioner Bruce Crawford wants Dave Caron to have some bollard around it also. If can keep up against the foundation of the last house. In closing Dave Caron reported he will need a letter for the Town once the drawing is received. Commissioner Nathan Young explained that when the Precinct receives the drawings they will be scanned and submitted to the Town with a letter which states the proposed from Dave Caron has been accepted by the Precinct. It will also be emailed to Dave Caron. Dave Caron also presented the Precinct with 2 checks: \$1,391.20 check which squared up the existing water bill on the property, and \$3,000 check for escrow.

David and Cynthia Caron departed the meeting.

New Business Continued:

2. Merrimack County Tank Anodes: Commissioner Nathan Young reported he received an email from Underwater Solutions with a quote for the labor portion of the job because they have been unable to acquire a quote for the anodes. Commissioner Nathan Young contacted Underwater Solutions today and they suggested that the Precinct have Pennichuck purchase the anodes and install them. However, it was noted that the Precinct has no interest in this option because there is a large markup from Pennichuck. Underwater Solutions further explained that the company who sells the anodes, State Wide, does not like dealing with small people they prefer to deal with large people and municipalities. Therefore, State Wide is not returning any calls from Underwater Solutions. Commissioner

Nathan Young will call State Wide representing the Precinct and hopefully be able to acquire them directly from State Wide and then Underwater Solutions can do the job. Underwater Solutions provided Commissioner Nathan Young with what anodes are needed. The quote for the installation is reasonable at \$7,380 for the installation. There are 16 which need to be replaced and they are 8 feet each. Underwater Solutions also reported to Commissioner Nathan Young that they believe the reason why the anodes deteriorated so quickly was due to the way they were installed. They were piggybacked together which made the reaction stronger. Underwater Solutions will separate the anodes more and not piggyback. The Commissioners briefly discussed the reason why the other tanks do not have anodes.

3. Crete Farm Possible Leak: Commissioner Bill Murphy reported that the water bill for the Crete house is very high. He obtained a usage from Pennichuck, and it looks high. Commissioner Bill Murphy noted there is always a puddle in the driveway and recommended that perhaps all the water should be shut off and the meter should be watched. Commissioner Bruce Crawford recommended testing the puddle for Chlorine. It does not appear to be a large leak because the puddle is always centralized and is not overly deep. Commissioner Nathan Young will start with checking the Chlorine on Friday and will inform the Commissioners as to what he finds via email. Commissioner Nathan Young further noted that the usage always goes up in September for some unknown reason. A brief discussion was held regarding the various readings.
4. 44 Corn Hill Road Refund and Account Issues: Commissioner Bill Murphy reported that their record of consumption was all over the map. Most of it was actual billing but there were some estimates in there. Commissioner Bill Murphy further reported that the meter was in backwards. The Commissioners reviewed the consumption report and discussed it. The customer who lived there had paid over what they should have so they are looking for a refund as they do not want to do a credit. Pennichuck has gone out and fixed the meter and took a reading to start fresh from here. Commissioner Bill Murphy further reported that the customers quarterly bills on the aging report have been around \$1,100 to \$1,300 and that the residence is a house with irrigation. **Commissioner Bill Murphy made a motion to refund the customer at 44 Corn Hill Road in the amount of \$2,897.19. Seconded by Commissioner Nathan Young. Passed unanimously.**

Old Business Continued:

5. Walker Pond Notices: Commissioner Bill Murphy asked the other Commissioners if the Precinct is ready to mail the notices. A brief discussion was held regarding the language of the notices. The current notices state that the bids must be received no later than December 3rd via drop-off or mail, with the Commissioners opening all bids at the December 8th regular Precinct meeting. Commissioner Bruce Crawford would prefer if the opening date and the due date are on the same date. The Commissioners agreed and the notices will go out with the due date and opening date being on December 8th at 5:30 p.m. of the Regular Meeting of the Precinct. Commissioner Bill Murphy will revise the proposed notices with the agreed upon date and time and then be mailed out. An electronic copy will be emailed to the other Commissioners. The notices should be posted on the Precinct Website, the Town Website, on the Precinct billboard, the Town Office, and in the Webster newsletter. A brief discussion was held regarding posting the notices in the Concord Monitor.
6. Generator Maintenance Contract: Commissioner Nathan Young has not been able to get ahold of Power Up Generator as of yet but will work on it.
7. Meter Readings: Commissioner Bill Murphy reported that he sent an email to Pennichuck to make sure that the meter at 46 Tremont Street is an actual read. Additionally, he wants to make sure that all the trailers on Boyce Lane (Tom Smith) as well as 17-19 Gage Street are actual reads. Woody Hollow will need to be estimated bills again. They are currently waiting for pit radios to come in and be installed. Commissioner Bill Murphy also reported that he emailed Dan at Pennichuck regarding the master meter but has not heard anything back. They were trying to get it to work so they did not physically have to go down and look at the meter because it takes 2 men. It was noted that they did get a read on the master meter for the last billing cycle.
8. Skip Kelley, Jarado Way, KSD/ Kentek Water System: Commissioner Bill Murphy reported that they are all working together, and he believes they are going to start exploring around KSD to find the end of the main. Commissioner Nathan Young asked if they are tapping off of a fire protection line and if there would be a significant enough draw through the line. Commissioner Bill Murphy reported that they are tapping off of the fire protection line. Commissioner Nathan Young explained his concerns relative to stagnant water because of not having enough water usage. Commissioner Bill Murphy believes they are coming in with a 2-inch line tapped off of the 6-inch which is going to the sprinkler system and the usage should be enough so there is no stagnant water. The Commissioners reviewed a photographic map of the area and discussed where the water lines will be running from the tapping, and it would result in a looped system. There is going to be a hydrant in front of Kemteck and more than likely there will be a hydrant down at the end of Kelley's because the Fire Chief wants one. Commissioner Bill Murphy will email the players with regards to the hydrant impact fees. Commissioner Bruce Crawford explained that if it is a private hydrant on a private system that is fed by a master meter, they will be paying for the water anyway and they will be billed for

any maintenance being done. The owners should be made aware of the mater meter billing. A brief discussion was held regarding the hydrant impact fees, the master meter issue, the design.

9. Invoice for Granite State Analytical: Tabled for discussion at next meeting with Cheryl Mitchell.

10. Well Field Issues: Access Pad Well 2: Still slated for completion.

11. Funding for Generators from EPA/ DES: Commissioner Nathan Young will try to get information before the next meeting.

Long-Term Projects:

- 1. CIP Update: Tabled
- 2. 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 6:45 p.m. by Commissioner Bruce Crawford, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, October 27, 2021, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on October 18, 2021

Minutes approved by: _____ /s/ _____ on October 27, 2021

_____ /s/ _____ on October 27, 2021

_____ /s/ _____ on October 27, 2021