

## 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 October 27, 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 minute of October 13, 2021. Seconded by Commissioner Nathan Young. Passed Unanimously.***

### **New Business:**

1. Pennichuck Billing & Return Payment Issues: It was noted that the document relative to the time Cheryl Mitchell spent on the bounced payment had previously been reviewed by the Commissioners. Cheryl Mitchell reported that Pennichuck is not returning her calls or emails. The Commissioners discussed the lack of response from Pennichuck. Commissioner Nathan Young reported that he is going to contact Dan Wojcik of Pennichuck tomorrow about a different topic, the tank, and he will mention that there has been a strong breakdown lately about receiving responses from Pennichuck. Cheryl Mitchell further reported that she did send an email to Tara King and Sarah Diggins, both of Pennichuck, relative to the bounced payments being a costly issue and if there is a way it can be prevented going forward. Commissioner Bill Murphy reported that Allie from Pennichuck seems to respond quickly if you send your questions to her at the Boscawen contact email. Commissioner Bill Murphy will also send an email to Pennichuck along with

Commissioner Nathan Young speaking with Dan regarding the issue pertaining to the lack of response. Commissioner Bruce Crawford noted that if after the email and phone call take place, and the problem persists, Pennichuck should be invited to a Precinct meeting to discuss concerns.

2. Creation of Reply Forms for Planning/ Zoning Boards: Commissioner Bruce Crawford presented the other Commissioners with a “Zoning/Planning Application Response” form for review. Commissioner Bill Murphy suggested a place for “comments” be added to the form. Commissioner Bruce Crawford will add a comment section. With the addition, all the Commissioners agreed approved the reply form for Precinct use.
3. Merrimack County Tank Anodes: The Merrimack County tank anodes have arrived at the Precinct office. Commissioner Bill Murphy will take the anodes up sometime on Sunday, so they are there for the installation. Commissioner Bill Murphy will meet the Underwater Solutions crew between 8 and 8:30 a.m. on Monday, November 1<sup>st</sup>, at the tank site. Commissioner Nathan Young supplied Underwater Solutions with all the contact information. Additionally, Commissioner Nathan Young noted that the Precinct still has not received an actual bill for the anodes plus freight from Statewide Aqua Store in New York. Cheryl Mitchell asked what line item the expense should be recorded under. The Commissioners agreed that the expense should be taken out of the Storage Tank line item. It was noted that going forward the Precinct now has the reports from Underwater Solutions in relations to the tank conditions.
4. Crete Farm Possible Leak: Originally thought the water could be tested but it is muddy silt and is unable to be tested. Then thought would pump water out of the hole and see if it came back which he was going to do but needs to wait for opportune moment. Nathan three options, Pump out, place fill in the area and if it gets wet it is an answer, lastly will have to dig. Make sure everything is off in house shut off water in the barn and see if the meter is still running. The puddle is persistent which makes the Commissioners question the possibility of a leak. A brief discussion took place relative to the activity on the property in relation to the puddle and the possibility of a leak. For now, it should be watched.
5. 26 Jackson Street: IS a bankruptcy. Commissioner Bill Murphy reported it was a modification of bankruptcy and he contacted the lawyer involved. The modification was extending the term from 5 to 7 years. If the Precinct does not object to the modification nothing has to be done. The lawyer suggested calling the trustee, which Commissioner Bill Murphy reported he did. The trustee reported the Precinct never filed a claim and the bankruptcy dates to 2018. Therefore, the Precinct must produce something from 2018 which has the amount owed at the time of the

bankruptcy filing. The amount owed which Pennichuck is showing is approximately \$514 which has continued to increase, and the question remains if the amount is the same as it was in December of 2018 or not. Cheryl Mitchell suggested acquiring a history of the account from Pennichuck. Discussion took place as to the bankruptcy and it was noted that Pennichuck is aware of the bankruptcy status on the account. It was further noted that the new account is up to date and that Commissioner Bill Murphy has not heard back from Pennichuck relative to them providing a history on the bankruptcy account.

6. Woody Hollow: Commissioner Bill Murphy reported that Woody Hollow reported they still must pave next year and is stating that the project is substantially complete. Commissioner Bill Murphy further noted that he sent the bill for the pit radios to the contractor, Lyman. The Precinct requested a copy of the change order which indicated it was for two less radios and two less radio assemblies than the Precinct's bill. An email was sent to Woody Hollow regarding the difference of \$444 and he has not heard back yet. A brief discussion was held regarding the project and the escrow account.

#### **Old Business:**

7. Walker Pond Notices: Commissioner Nathan Young reported on the day the notices were mailed out that he emailed the Webster Conservation Commissioner with the notice in advance of them receiving the notice in the regular mail to keep them informed as promised.
8. Generator Maintenance Contract: Commissioner Nathan Young reported he has not yet gotten to the generator maintenance contract, but he will.
9. Caron Property 147 N. Main Street: Commissioner Nathan Young reported that he and Commissioner Bill Murphy have spoken to Charlie at WSO. Charlie is talking about the work not taking place until May-June of next year. The boring company, DBU, is so backed up that they can not give Charlie a definitive date. There are no official numbers of cost yet, but Charlie believes the overall job total will be somewhere around \$30,000 which means the Precinct's half will be around \$15,000. A brief discussion took place regarding correspondence with Dave Caron regarding meter placements.
10. 44 Corn Hill Road: A refund was approved at the last Precinct meeting and all that is left to do is for the Commissioners to watch the usage.

## 11. Meter Readings:

- a. 46 Tremont Street: Make sure that the meter at 46 Tremont St. is an actual read.
- b. Boyce Lane & 17-19 Gage Street: Make sure that all the trailers on Boyce Lane (Tom Smith) as well as 17-19 Gage St. are actual reads.
- c. Woody Hollow: Will need to be estimated bills again.
- d. Skip Kelley, Jarado Way and KSD/ Kentek Water System Master Meters: Commissioner Bill Murphy reported Kentek's water line is in, and they were supposed to leave a T in the system to turn part of h Kentek's system and part of the system down back into a loop so the two meet and will feed together. Commissioner Bill Murphy will have to ask if a T was left. However, it was further noted that it between Kelley and Kentek to agree on how it is to be done.

12. Well Field Issues/Access Pad Well 2: Commissioner Bruce Crawford reported this will probably not take place this year (2021). Discussion regarding SKR doing grades however, it was noted that many companies are terribly busy currently and there is a long waiting period for services.

## **Cheryl Mitchell Items:**

13. Shelly Fajans CharmLab: Commissioner Bruce Crawford asked if the Precinct has a contract with Shelly Fajans of Charm Labs. Cheryl Mitchell reported that the Precinct does have a contract with her, and she believes it comes due soon. Cheryl is unsure of what the Precinct owns and does not own as far as rights to the Precinct website. She further reported that the Precinct does pay GoDaddy for the website. It is unknown at this time what the Precinct does and does not own, as it was previously set up with a past Commissioner. Commissioner Nathan Young reported that he knows some people who are website capable and may be able to help and will contact them. A discussion took place regarding requested changes not being made and the timeliness of postings to the website. Whatever the outcome is, the Commissioners agreed they need to get everything figured out before the CharmLab contact is due to be renewed.

14. Invoice for Granite State Analytical: Cheryl Mitchell reported that Granite State Analytical is paid for by Pennichuck and the Precinct then pays Pennichuck an upcharge because they do the sampling.

15. Past Due Invoices: Cheryl Mitchell reported that the invoices which were marked past due were paid.

16. Woody Hollow Escrow: Cheryl Mitchell questioned if the Precinct is going to deduct for researching the meters, although it was unclear if that was specific to the project, from Woody Hollow's escrow account. Commissioner Bill Murphy explained that this was not part of the Woody Hollow project and should not be taken from the escrow account. A brief discussion took place regarding Woody Hollow's master meter and radio issues. Additionally, Commissioner Bill Murphy reported that he sent email to Pennichuck suggesting that this billing cycle and estimated bill will have to be done, but at the same time a manual read can be done on all the meters to reset the read for next time. He has not yet heard back from Pennichuck responding to his email.
17. Bond Bank: Cheryl Mitchell reported she sent the Audit to the Bond Bank and asked them to respond that it was received. She has not heard back with a response.
18. Budget Hearing: Cheryl Mitchell noted that unless there is a change in Covid, the Precinct needs to prepare to have the Budget Hearing in March. Commissioner Bill Murphy asked where the Precinct stands regarding budgeting. Cheryl Mitchell reported that at the end of September for Revenue there is \$655,000 and the budget was for \$850,000 with still another billing to come in. She also reported that less than half of what was budgeted for expenses has been utilized. A brief discussion took place regarding next years budget as it pertains to inflation.
19. Meter Loan: Cheryl Mitchell reported there is one more payment on the meter loan until it is completed and that next year the Precinct will not have to pay the \$10,000 quarterly.

**Other Information:**

1. Well #4: Commissioner Nathan Young reported that he has spoken with Gregg regarding the Well report. Hopefully, the report will be received by the Commissioners by the next meeting. Commissioner Bill Murphy noted that the original report identified a couple of other places along the rail trail behind Forest Lane. A brief discussion took place with regards to Well #1 and the problems with it and various possibilities in fixing it. Further, a variety of options were discussed with regards to Well usages, designs, the possible treatment of Well #2, etc.

**Long-Term Projects:**

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

