

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
Lauren Hargrave, Clerk
Cheryl Mitchell, Administrative Consultant

Public Present: Betsey Janeway
Christine Schadler
Mason Donovan
Michele Tremblay
Michele Derby
John Pearson
Tara Gunnigle
Betsey Mallard
Adam Mock
Barbara Mock
Marea Santos
Donna Cochran

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on December 8, 2021, at 5:30 p.m. by Commissioner Bruce Crawford, Chair.

Commissioner Bruce Crawford announced his departure from the meeting to go and check the drop box out in front of the office for any further bids.

Bid opening for Webster Walker Pond Property 5:34 p.m.:

Commissioner Bruce Crawford read the Bid opening procedure (**Attachment #1**) Noting if you submitted a bid by registered mail or certified mail, the Precinct received two bids by this method and never received notice from the Post Office to pick up anything, and

only after the sender asked if it had arrived were the Commissioners able to track it down. Another one just arrived today. They were from Donovan and Coates.

Reading of the Bids as follows and recorded on the Bid Sheet by Commissioner Bill Murphy and Clerk Lauren Hargrave: (**Attachment #2**)

Coates 6-35 \$8,000
Coates 6-111 \$15,500
Coates 6-109 \$5,000
Ron & Michele Derby 6-18 \$100,012.34
Eugene Sullivan 6-6 \$63,450

Michele Derby questioned, from whom was the last bid received. Commissioner Bruce Crawford answered, Eugene Sullivan 16 Center Street, Concord.

John Pearson 6-109 \$1,030
John Pearson 6-35 \$4,700
Eugene Sullivan 6-18 \$95,501
Eugene Sullivan 6-35 \$9,501

Public member asked that the last bid be repeated. Which was done by Commissioner Bruce Crawford.

Adam Mock 6-6 \$85,000
Donovan & Kaplan 6-35 \$10,317 binding bid, in addition provide an escalation clause of \$1,000 over the highest bid, up to \$15,317

Donovan explained the registered mail is the exact same as what Commissioner Bruce Crawford was opening, as he was unsure if the Precinct had received the registered mail.

Donovan & Kaplan 6-109 \$5,113
Michele Tremblay & Steve Landry 6-35 \$6,100
Michele Tremblay & Steve Landry 6-111 \$5,100
Michele Tremblay & Steve Landry 6-109 \$5,100
Clayton Longver 6-111 \$3,800
Marea Santos 6-6 \$117,102
Marea Santos 6-18 \$96,102
Webster Conservation Commission 6-6 \$35,497

Commissioner Bill Murphy compared his Bid Sheet with Clerk Lauren Hargrave's Bid Sheet.

Commissioner Bruce Crawford announced the high bidders/bid results as follows:

6-6 Marea Santos \$117,102
6-18 Ron & Michele Derby \$100,012.34
6-35 Donovan & Kaplan \$10,317 without an escalation
6-109 Donovan & Kaplan \$5,113

6-111 Coates \$15,500

Commissioners Bruce Crawford offered a copy of the Bid Sheet, which was supplied by Commissioner Bill Murphy to those who requested a copy.

Commissioner Bruce Crawford explained that the bids will be referred to legal for document preparation.

Question regarding deposit. Commissioner Bruce Crawford explained that the deposit is for \$1,000 per lot.

Betsey Janeway from the Webster Conservation Commission ask Commissioner Bruce Crawford to have the Commissioners read the supporting papers which were supplied with their bid.

The Commissioners, Cheryl Mitchell, and Lauren Hargrave adjourned to the Precinct office; the public exited the meeting thanking the Commissioners.

Michele Derby asked for a copy of the Bid Opening sheet and presented the Commissioners with her deposit of \$1,000 for 6-18. Michele Derby was also supplied with a copy of her check. Commissioner Bruce Crawford will deposit the check tomorrow in the Savings account which will sweep into the promissory note. Cheryl Mitchell will supply Commissioner Bruce Crawford with some deposit slips. Commissioner Bill Murphy noted that a lot of the properties will not close until after the first of next year and questioned what impact that will have on the budget. Cheryl Mitchell explained the bids being accepted can be put into the budget as a receivable which will be included in the Precinct income for this calendar year and then offset the receivable when the Precinct acquires the payments.

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 November 24, 2021. Seconded by Commissioner Bruce Crawford. Passed Unanimously.

New Business:

1. Aging Report Issues/Monthly Reports from Pennichuck: Cheryl Mitchell explained there are serious issues with the aging report and requested that the Commissioners disregard the report. Cheryl Mitchell noted that there was a \$7240.65, \$63.45, and \$817.00 payment on the bank statement that Pennichuck did not pick up, totaling approximately sixty-five customers whose payments were not applied. All payments must be backdated manually and will not show up on the report until next month. Cheryl also noted that she has been speaking with Sarah

Diggins regarding this matter and has been having issues with Pennichuck for the past four months. A brief discussion took place regarding a customer at Woody Hollow and bounced payments. Cheryl Mitchell further confirmed that Pennichuck has written off \$14,285.29 for Caron 147 North Main Street property. Commissioner Bruce Crawford wants Pennichuck to attend the first meeting in January to have discussions.

2. Refund Request: ***Commissioner Bill Murphy made a motion to approve a refund of \$80.19 from Pennichuck for Pamela Cunningham at 22 Academy Street. Seconded by Commissioner Bruce Crawford. Passed Unanimously.*** Commissioner Bruce Crawford will mail the refund tomorrow.
3. Ruby Matott Bankruptcy Letter From Court: Informational, no action taken.
4. Dollar General Failed Back Flow Tests: Commissioner Bill Murphy explained where the Back Flow is located and noted that the problem is the carts with merchandise prevent anyone from getting to the location. Commissioner Bill Murphy further noted that their use of water is a couple of toilets and a sink. They have two back flows, one for the store and one for irrigation which is not in use. The Commissioners reviewed the Back Flow report.
5. Winter Shut Offs: Commissioner Bruce Crawford expressed that he still questions if all the seasonal shut offs have taken place. Commissioner Bill Murphy noted that his last email with Pennichuck said all seasonal locations are shut off. Commissioner Bruce Crawford noted that he will be checking the Boscawen Historical Societies water hook-up. Commissioner Bill Murphy noted that the circle needs to be shut off under ground and drained also.
6. Annual Meeting, Reports and Deadlines from NHMA: Commissioner Bruce Crawford presented the Municipal Association's scheduling dates. The Commissioners agreed and assumed that the Annual Meeting for the Precinct seems to be back on schedule for the night before the Town meeting. It was noted that the Budget Hearing Notice needs to be posted and any Rule and Regulations which must be changed need to be looked at. A brief discussion took place regarding rate increases and it was noted that instead of increasing the base rate maybe go up a couple of percent on the water usage because the base rate does hurt some people on a fixed income.

Cheryl Mitchell Items:

1. CharmLabs Contract: Cheryl Mitchell noted that Shelly does know the website and she is torn of if the Precinct should continue to utilize her services. Commissioner Bill Murphy noted that if Shelly would just pay more attention there would be no

reason to change. Commissioner Bruce Crawford noted the contract price seems high. On hold until Commissioner Nathan Young is in attendance.

Old Business:

1. Pennichuck Issues: Commissioner Bruce Crawford will email and request, Dan, Sarah, and Tara to attend the first Precinct meeting of the year.
2. Holiday Dinner: CC Tomatoes, December 15, 2021, at 6:30 p.m.
3. Regs & Budget for Next Year: Needs to be worked on.
4. Meeting with Power Up: Commissioner Bill Murphy reported that Power Up came out and looked at both generators and gave a price of \$1,110, two trips a year, one major service and one minor service. A brief discussion took place regarding Powers. On hold until Commissioner Nathan Young is in attendance.
5. Well field issues:
 - a. Access Pad Well #2: On hold till spring.
 - b. Well #4 Report: Report is seventy-two pages and will be read by the Commissioners.
6. Funding for Generators from EPA/ DES: On hold but should take advantage of any funding due to the age of the generators. The corrosion building generator is rough and has more hours on it than it should have.
7. Crete Farm Possible Leak: On hold.

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 Bruce Crawford. Passed unanimously. The meeting was adjourned at 6:39 p.m. by Commissioner Bruce Crawford, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, Dec 22, 2021, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on December 14, 2021

Minutes approved by: _____ /s/ _____ on Dec. 22, 2021

_____ /s/ _____ on Dec. 22, 2021

_____ /s/ _____ on Dec. 22, 2021

Bid Opening
December 8, 2021
5:30 PM

Attachment #1

Bids will be opened and read aloud beginning not before 5:30 PM on December 8, 2021

Before we start, a couple of housekeeping items:

I understand there was an interesting meeting in Webster the other night. If this meeting gets out of hand, we reserve the right to close the meeting and if necessary call for assistance.

If you submitted a bid via registered or certified mail, we received two bids by this method. We were never notified by the Post Office to pick up one of these, and only after the sender asked if it had arrived, were we able to track it down. Another arrived today. They are from

DONOVAN and Coates If you mailed one by this method, and I did not read you name, we have paper and an envelope here for you to mark the lot number, your name and amount bid. I don't know how much fairer we can be than that.

Written bids will be accepted until the letter opener is inserted in the first bid. Last call for bids will be announced prior to the first opening.

Bids will be read aloud and entered on the bid sheet for the property being bid on.

When all bids have been opened, the high bid for each property shall be announced.

In the event of a tie, the item will be tabled until the end. The two high bidders will be allowed to submit an additional written bid to determine the winning bid. If the tie continues, a flip of a coin shall decide the winning bid.

In the event no new bids are submitted, a coin flip will determine the winner.

We will require a deposit of \$1000.00 from the winning bidder, paid by 12/22/21 to facilitate preparation of legal documents transferring the property. This will be done as expeditiously as possible. This deposit is not in addition to your bid amount.

We will notify you via US Mail or email when the documents are complete. Payment via a bank check must be made with 10 calendar days or the property will be offered to next highest bidder.

Penacook Boscawen Water Precinct

12/8/2021

Bid Record

Lot: 6-6, 32.27 A.

Eugene Sullivan \$ 63,450.00	WCC \$ 35,497
Adam Meeks \$ 85,000.00	
Santos \$ 117,102	

Lot: 6-18, 9.04 A.

Derbey \$ 100,012.34	
Eugene Sullivan \$ 95,501.00	
Santos \$ 96,102.00	

Lot: 6-35, 4.89 A.

Coates \$ 8,000	Donovan \$ 10,317 → \$15,317.00 up to
John Pearson \$ 4,700	\$3,500 Michele + Co
Eugene Sullivan 9,501.00	

Lot: 6-109, .27 A.

\$5,000 Coates	Michele Tremblay 6,100
\$1,030 Jon Pearson	\$5,100 Stephen Landry + Tremblay
Donovan \$ 5,113	

Lot: 6-111, 2.16 A.

\$15,500 Coates	
\$100 Michele Tremblay	Michele Tremblay + Stephen Landry
\$3,800 Longever, Claton	