

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: 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 December 22, 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 December 8, 2021. Seconded by Commissioner Nathan Young. Passed Unanimously.

New Business:

1. 5:30 PM Greg Smith Wright - Pierce Well # 4: Greg Smith of Wright-Pierce is not feeling well and did not appear at tonight's meeting. Tabled for a later date.
2. FCC License: Commissioner Nathan Young reported that the Precincts FCC license for the telemetry is up to date and good until 2025 when it will need to be updated.
3. Commissioner to Sign Land Transfers: ***Commissioner Bill Murphy made a motion that any one of the Commissioners be allowed to sign the land transfers at a closing. Seconded by Commissioner Nathan Young. Passed Unanimously.***
4. Fanny Auction: Informational purpose, now to be 1/25/22 @ 9:00 AM

5. Internet Service Provider: Commissioner Nathan Young presented a competing quote to the Commissioners for review. The proposed service package content summary would include hosting services, domain, technical support, cost for opening domain \$1,300 yearly. Website design and development \$2,700 if the website is dissolved this fee would be to rebuild the website. Uploading files \$20, updating any development \$60 an hour, other services \$45 an hour. Part of the yearly deal lines up with what the Precinct currently has with CharmLab. CharmLab contract is \$1,200 yearly. The Commissioners noted that Shelly Fajans of CharmLab has been good the last few weeks. They would like her to know that they have an additional quote, and the Commissioners expect the next year go smoother with more timely updates than in the past. Further, it was noted that Shelly Fajans should be aware of the Commissioners concerns and decision as it will appear in the meeting minutes which she uploads to the website. **Commissioner Bruce Crawford made a motion to renew with Shelly Fajans of CharmLab. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
6. PBWP Annual Meeting: Commissioner Bruce Crawford noted that the Town Meeting will be held on March 8, 2022, if things do not change. Further Commissioner Bruce Crawford noted that in following the traditional Precinct Annual Meeting being held the Monday before Town Meeting it would be held on March 7, 2022. All Commissioners agreed that March 7, 2022, would be the target date for the PBWP Annual Meeting. A brief discussion was held regarding the future budget and budget hearing.
7. Move Commissioners Meetings: Commissioner Bruce Crawford noted that he has been thinking about moving the Commissioners meetings to the second and last Wednesday of the month. He further noted that today is the 22nd, and there is still a week and a half to the end of the month. The idea of moving the second monthly meeting to the last Wednesday of the month is to better capture late in the month arriving bills. **Commissioner Nathan Young made a motion to move the Commissioners meetings to the second and last Wednesday of the month. Seconded by Commissioner Bill Murphy. Passed Unanimously.** Cheryl Mitchell will contact Shelly Fajans to change the meeting dates on the website and Commissioner Bruce Crawford will make the adjustment on the 2022 calendar and will contact the Town of Boscawen so it can be updated on the Town website.

Meter Programing Issue: Commissioner Bill Murphy explained that when the meters were first put in the automatic at 10 cubic feet, all the later meters are programed at 100 cf. Therefore, the question for Dan Burden and Pennichuck is if this would make a difference. Dan Burden explained to Commissioner Bill Murphy that any meter can be

reprogrammed whether they are installed or not. Also, Commissioner Bill Murphy reported he did not get a definitive answer from Pennichuck as to what they are doing with the information. If you only pick up one hundred cubic feet and nothing less, what is done about the rounding as you would be losing. Cheryl Mitchell reported that the meters read at base ten and the Precinct bills at base one hundred and in the past the numbers always is caught up. It will be well after the first of the year before Pennichuck is able to look at it. The issue is all the meters are not calibrated the same throughout town. Noting the newer meters are calibrated to one hundred. A brief discussion was held regarding this issue, and it will be watched and discussed again at a later date.

Old Business:

1. Webster Land Sale: Commissioner Bill Murphy reported that the acceptance letters are all signed and will be mailed out to each of the buyers. The effect of the letter will be that it will become the purchase and sales agreement as it is for land, not for structures. The Commissioners agreed to hold the \$1,000 deposits. Commissioner Bill Murphy noted that Attorney Jeff Christensen said that all the buyers should hire a closing company to finish the land sale and they will manage the transaction. The only closing cost for the Precinct is for the deed.
2. Pennichuck Issues: Commissioner Bruce Crawford noted that trying to get them in on the 12th of January may be a little ambitious due to vacation and the end of the year. Tabled for a later meeting.
3. Regulations & Budget For Next Year: Return check and having pay cash or money order due to bouncing. Commissioner Nathan Young questioned if there are any RSA's which pertain to Municipalities not being able to limit the way which a bill is paid. A brief discussion was held regarding bounced payments and payment option requirements.
4. Meeting with Power Up: Commissioner Nathan Young reported that Commissioner Bill Murphy met with Power Up and the Power Up quote is the equivalent to the Powers quote. Both are good companies and Power Up came out a little over \$400 per year, two visits per year. Powers is at \$1530 and Power Up is at 1,100 for the same scope of work. **Commissioner Nathan Young made a motion to have Power Up provide services for the Precinct for the next year. Seconded by Commissioner Bill Murphy. Passed Unanimously. Commissioner Bruce Crawford made a motion allowing Commissioner Nathan Young to fill out the necessary paperwork and contact Power Up. Seconded by Commissioner Bill Murphy. Passed Unanimously.**
5. Dollar General Failed Back Flow: tests Inspection and letter to be written. Copy in town?

6. Winter Shut Offs: Commissioner Bruce Crawford reported that he drained the meter located at the Boscawen Historical Society. Commissioner Bill Murphy reported the circle meter is out.
7. Annual Meeting, Reports and Deadlines from NHMA: Reviewed.
8. Well Field Issues:
 - a. Access Pad Well 2: Tabled
 - b. Well 4 Report: Tabled
9. Funding for generators from EPA/ DES: Tabled
10. Crete Farm Possible Leak: On hold until spring.

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 6:05 p.m. by Commissioner Bruce Crawford, Chair.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, January 12, 2022, at 5:30 p.m.

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

Minutes approved by: _____ /s/ _____ on January 12, 2022
 _____ /s/ _____ on January 12, 2022
 _____ /s/ _____ on January 12, 2022