

Minutes of the Penacook/Boscawen Water Precinct

Location of Meeting: 9 Woodbury Lane
Boscawen, N.H. 03303

Present at Meeting: Bill Murphy, Commissioner
Nathan Young, Commissioner
Frank Dineen, 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 May 11, 2022, at 5:34 p.m. by Commissioner Nathan Young.

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 April 27, 2022. Seconded by Commissioner Nathan Young. Passed Unanimously.

New Business:

1. Frank Dineen Swearing In: Commissioner Nathan Young sworn in incoming Commissioner Frank Dineen in as Commissioner of the Penacook Boscawen Water Precinct.
2. Investment Policy Changes (PDIP): Commissioner Bill Murphy reported he met with Jason, the investment individual, and he requested that a few words in the Investment Policy be changed to include some of the things which they are offering. Further, Commissioner Bill Murphy noted that the requested changes are not substantial changes, however, currently is a volatile time and interest rates are changing and the stock market is up and down. One problem with the investment proposition is that it is not like a bank, you actually are buying into a mutual fund. The question is, is now the appropriate time to be making any changes to the Investment Policy/(PDIP). A discussion was held regarding investing, the related New Hampshire RSA's, and the current investment in PDIP (Public Deposit Investment Pool). The Commissioners all agreed to leave the current policy in

place without changes and leaving the current PDIP funds in the PDIP account. The issue can be revisited in the future.

3. 1 Honey Drive Abatement: Commissioner Bill Murphy reported that the customer requested an abatement for \$33, however, the trailer is still on the property and does have fire protection. **Commissioner Bill Murphy made a motion to decline the request for abatement of \$33 on the 1 Honey Drive property. Seconded by Commissioner Nathan Young. Passed Unanimously.**
4. Grant Application: Commissioner Nathan Young reported that he spoke with Chris Burg from Wright-Pierce today who walked through the application with him. **Commissioner Bill Murphy made a motion to allow Commissioner Nathan Young to sign the Grant Application for the Precinct. Seconded by Commissioner Frank Dineen. Passed Unanimously.** Commissioner Nathan Young reported that the first piece of paperwork he will be signing is in relations to utilizing the Grant funds appropriately. The second section consists of initialing and agreeing to certain criteria as outlined. The Consultation Selection Justification Form. It was noted that the Precinct is sole sourcing noncompetitive bid, and Chris Burg has emailed Commissioner Nathan Young with the appropriate information to be placed on the Form. The next part of the Consultation Selection Justification is a checklist to be completed, and the last part of the information is to submit the Original Certificate of Vote to be signed and notarized, which was sent to Commissioner Nathan Young by Chris Burg. **Commissioner Nathan Young made a motion to enter the American Rescue Plan Act Fund and the Grant Agreement with the New Hampshire Department of Environmental Services for the funding of the water system improvement project. Seconded by Commissioner Bill Murphy. Passed Unanimously.** Commissioner Bill Murphy will have to affirm and sign the prewritten document accepting the grant monies and that a vote took place. Commissioner Nathan Young will sign also, and it has to be notarized and returned. The last request is to submit the current Certificate of Insurance in compliance with their coverage requirements as outlined in the Grant agreement. The Precinct will have to have Primex add the State of New Hampshire Department of Environmental Services as a loss payee. Commissioner Bill Murphy will contact Primex. All documents need to be in place by May 31, 2022. Commissioner Nathan Young will follow up with Greg Smith regarding invoicing.
5. Briar Hydro Contract Executed: Commissioner Nathan Young reported that he previously signed the contract and has received the contract back with Briar Hydro's signature. It was noted that an error on the first page needs to be corrected from "Penscook" to "Penacook." The Precinct is officially now locked in with Briar Hydro.
6. Leak Detection: Commissioner Bill Murphy reported that he is unsure where the leak detection issue stood and if a motion had been made or not with regards to the leak detection. Commissioner Nathan Young reviewed the previous minutes

on the subject, and it was noted that no motion was made. **Commissioner Nathan Young made a motion to accept the leak detection from Pennichuck and have it completed. Seconded by Commissioner Bill Murphy. Passed Unanimously.** Commissioner Nathan Young will call Dan Wojcik to let him know that Pennichuck is approved to perform the leak detection.

7. SAM (System for Award Management) Finished: Commissioner Nathan Young reported that SAM was finally accepted the Precinct application. Is completed.
8. BABA (Build America Buy America): Commissioner Nathan Young reported it ties to the Grant monies regarding infrastructure in as much as if you are building any infrastructure you are required to buy American Steel. It was noted that it does not apply to the Precinct at this time because no actual structures are being built, everything being done by the Precinct is preliminary.
9. Block off of Field Adjacent to Well Field: Damage to Field Due to Trespassers: Commissioner Nathan Young reported he has PVC sections with reflective tape in his possession. A brief discussion was held regarding the length needed to block off the field. Commissioner Bill Murphy noted he has plenty of cable to utilize. Commissioner Frank Dineen will help in installing the barrier.
10. Commercial Street Temporary Meter: Commissioner Bill Murphy reported a temporary meter will be installed on the Hydrant tomorrow in order for the Mill to be taken down. The charges will be on the rates and every 100 cubic feet. Commissioner Bill Murphy will ask Dean Hollins how much water was used on the paving project to have on file. Further, Commissioner Bill Murphy will procure a 2 ½ to 2-inch pipe from Prescott.
11. 46 Queen Street Billing Issue: Commissioner Bill Murphy reported the property owner does not utilize the Precinct Water but is having a sewage issue. The property owner complained to the Town and recommended she contact the Precinct regarding a meter. It would meter the well but there is nothing to meter by the Precinct. A water meter can be purchased anywhere. The Precinct water meters are more expensive and set up with radios, etc. The Precinct will not read an independent meter so the property owner will need to work the reads out with the Town. It was noted that the property owner can hook onto the Precinct water system, but it will be an expensive cost to him/her considering the distance the dwelling is from the main road.
12. 18 Bailey Drive: Commissioner Nathan Young reported that at the end of 2020 the trailer was being taken down and the Precinct told the property owner it would hold onto the meter and for him/her to pay the minimum on the account as it would be less expensive than buying a new meter. The meter was installed the other day and the property owner paid the amount Pennichuck requested on the bill. Commissioner Nathan Young told the property owner that the Commissioners would figure out the actual cost. Pennichuck estimated the bill. Commissioner Bill

Murphy noted the next read should start the computations for the actual billing. The Commissioners calculated the bill to be \$193.00 and the property owner paid \$524.55 which means there was an overpaid by \$301.55. A discussion was held regarding payment of the bill and that it was believed that the property owner mailed the payment. Commissioner Nathan Young will wait until the next meeting to see if the bill of \$524.55 was paid or not. If the property owner has not yet paid the \$524.55 to hold off payment until the \$301.55 is abated at the next regular meeting of the PBWP. Commissioner Nathan Young will call the property owner and have a discussion.

Old Business:

1. NH DES Cross Connection Permits Per ENV-DW 505.06 and 505.02a: Commissioner Nathan Young reported he has a lot of information, and he will start preparing the permits.
2. Well Field Access Pad: Ongoing. Commissioner Bill Murphy will contact Gelinias.
3. Dollar General Backflow Inspection Failure: Ongoing.
4. Funding for Generators from EPA/DES -Update: Commissioner Nathan Young reported that maintenance on the generators was performed today, and the Precinct should be getting an opinion regarding the longevity of the current generators to give the Precinct guidance as to if it should be taking advantage of the funding opportunity or not.
5. Crete Farm Possible Leak- Update: The area was filled with hardpack. A brief discussion was held, and it appears to be currently fine. A watchful eye will be kept on it for any future action.

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 6:20 p.m. by Commissioner Nathan Young.

Next Meeting:

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, May 25, 2022, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on May 17, 2022

Minutes approved by: _____ /s/ _____ on May 25, 2022

_____ /s/ _____ on May 25, 2022

_____ /s/ _____ on May 25, 2022