

## Minutes of the Penacook/Boscawen Water Precinct

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

Present at Meeting: Nathan Young, Commissioner Chair  
Bill Murphy, 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 November 9, 2022, at 5:31 p.m. by Commissioner Nathan Young, 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 and the Sealed Nonpublic Minutes of October 26, 2022. Seconded by Commissioner Nathan Young. Passed Unanimously.***

### **New Business:**

1. Meeting Suggested with Pennichuck: Commissioner Bill Murphy reported that Sarah Diggins called him the other day and it is about time to get together with Pennichuck to discuss the Precincts and Pennichuck operation. The Commissioners agreed that the meeting should be held during a regular meeting. Commissioner Bill Murphy will reach out and request Pennichuck attend the regular meeting on November 30, 2022.
2. Meeting with Crete: Commissioner Bill Murphy reported that he has talked to Martha and Adam Crete today, and they would like to meet on the Wednesday, November 16, 2022. They generally like to meet in early evening if that works for the other Commissioners. Commissioner Bill Murphy will reach out to the Crete's for an exact time and contact the other Commissioners.

3. Pennichuck Ordering Meters/Radios to Fix No-Reads: Commissioner Bill Murphy reported that he spoke with Sarah Diggins and Dan Wojcik of Pennichuck, and they explained that Pennichuck is getting eighty to ninety non-reads for each read period. They want to start working on this issue and would like to order twenty meters/radios at a time. Pennichuck will work on and complete those installations and then reorder and continue from there. It will probably happen partially this year and partially next year. Commissioner Bill Murphy noted that the Precinct does not have many meters/radios on hand at this time. A brief discussion took place as to where the money will be disbursed from under the budget. Additionally, it was briefly discussed that the radio's will be troubleshooted before a new meter and radio installation occur. ***Commissioner Nathan Young made a motion to allow Pennichuck to order twenty meters/radios for a start. Seconded by Commissioner Bill Murphy. Passed Unanimously.***
4. Leak Detection: Commissioner Nathan Young reported that he has spoken with Dan Wojcik regarding the unaccounted-for water for 2021. With everything rectified the water loss came down to twenty percent. It is better than thirty six percent but not the below sixteen percent, which is where the Precinct should be. Pennichuck has to give the State a game plan of how they are going to reduce the amount down to the correct amount. Therefore, part of what the Precinct needs to look at is getting rid of the eighty to ninety units which they have identified as non-readable and have been estimating bills for.
5. A&D Instruments Totalizer Meter: Commissioner Nathan Young reported that Dan Wojcik of Pennichuck has informed the Precinct that it is time to calibrate the totalizer meter. It is the main meter which takes in all of the Wells together and gives an amount of water which is being disbursed all together from the Wells. The Company will bill the Precinct directly. This needs to be completed by December. This is also necessary for State reporting. Pennichuck is not going to have any updated information as far as metering goes until March and has notified the State. Additionally, Pennichuck will start to produce quarterly water loss reports instead of yearly. This will help with specific leaks and allows the water loss to be narrowed down more accurately.
6. 134 Elm Street Water Tap: Commissioner Bill Murphy reported the tap will be for a new house. It was supposed to be done on Tuesday, but it was unable to be completed, but it is coming up soon. It is for a single family, three-bedroom home. The Precinct has received a request for water service at the location however, an application needs to be completed along with the connection fee and the water improvement fee being received. A brief discussion took place regarding the connection fee and the water investment fee. The owner could not get a saddle to go on the pipe with a ¾-inch line off of it. Therefore, the customer will get a price on buying a saddle at today price and will buy it from the Precinct at the current price.
7. Tom Berkley Water Tap, North Main Street: Commissioner Bill Murphy reported that Tom Berkley wants to do the water tap on North Main Street next week for the new road going in. The pipe is under the sidewalk and the bends issue has been resolved.

8. Dave Caron Meter: Commissioner Nathan Young reported that the meter for Dave Caron is at the Precinct office. Dave Caron is asking if the Precinct wants the meter installed now or if he should wait until he is ready in the spring. Commissioner Bill Murphy said the meter pit can be installed whenever Dave Caron wants and Pennichuck can do the install. It was noted that it is a bit more complicated than putting in a small meter and will need a couple of people for the install. Commissioner Bill Murphy will discuss the install with Pennichuck. It was additionally noted that if the water is turned on at the curb stop, he can energize the system as it has an idler in it. Dave Caron was supposed to get a different cover for the pit as the cover he obtained did not have a hole in it for the radio. Commissioner Nathan Young will contact Dave Caron and speak with him again. A brief discussion took place regarding billing and the escrow account. Commissioner Nathan Young will create a spreadsheet so everything will be itemized and can be reviewed.
9. Well Cleaning/Work: Commissioner Nathan Young reported that Dan Wojcik of Pennichuck will have more information for the Commissioners soon, but at this point he knows that Well #2 is buttoned up and done. At the next meeting, the Commissioners should have a further update. Commissioner Bill Murphy reported that he believes Well #1 is also buttoned up and is believed to be back online. Additionally, it appears the motor has been changed, but it is not definitively known.
10. Net Metering \$54.77: Commissioner Nathan Young reported that the hydro payment for October was \$54.77.
11. Economic Development Meeting: Commissioner Nathan Young reported that Lorrie Carey from the Economic Development Committee has requested the presence of a representative of the Precinct to attend their next meeting on Wednesday, December 5, 2022, at 5:30 p.m. at the Town Office. The Committee is making progress and would like to update the Commissioners and keep communication open. Commissioner Nathan Young will attend.
12. Bacteria Resample: Commissioner Nathan Young reported that he spoke with Dan Wojcik, of Pennichuck, and the bacteria resamples came back clean and clear. It was obviously a bad sample, and no further action is needed.
13. Booster Station Pump: Commissioner Nathan Young reported that he also spoke with Dan Wojcik regarding the booster station pump. Dan does not believe that Pennichuck has picked up the pump yet but that he has talked to the pump shop regarding them doing simple testing and bench test it first instead of tearing the unit apart. If the pump is bad an estimate to repair the unit will be given to the Precinct prior to any work being done on the pump. Additionally, Commissioner Nathan Young reported that he did stop by the booster station and that it is an invertebrate pump, which means it can be used with the VFD's so if it is a functioning unit, it is a backup for the pump that is there currently.

14. Generator Grant: Commissioner Nathan Young reported that he called Mark from PowerUp generator. Mark indicated that himself and Mat, who is the guy who does installs, are going to go next week to look at what it would entail to install the fuel cell to replace the current tank, as well as give an estimate on a new unit. They will also look at the location, if a new unit has to be installed, in order to answer questions, the Commissioners may have. Commissioner Nathan Young will continue to contact PowerUp for updates.
15. 6 Baker Street: Commissioner Bill Murphy reported that the letter was sent to the property owner and has not heard anything from the customer. Commissioner Frank Dineen questioned if a date to respond was included in the letter. No date was on the letter. Nathan has a letter for next meeting indicating that the customer has had time to respond and now has 7 days to respond or the water will be shut off.

#### **Old Business/Ongoing Projects:**

1. Lead Service Grant: Tabled.
2. NH DES Cross Connection Permits Per ENV-DW 505.06 and 505.02a: Tabled.
3. Block Off of Field Adjacent to Well Field/Damage to Field Due to Trespassers: Tabled.
4. Reconnection Fee: Commissioner Bill Murphy reported that the water application does indicate a reconnection fee is \$2,500. A brief discussion took place regarding the reconnection fee. Commissioner Nathan Young requested that the reconnection fee be placed on the rate sheet, and subsequently on the Precinct Website, as it is already an existing charge and will provide more complete rate information.

#### **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 6:10 p.m. by Commissioner Nathan Young, Chair.***

**Next Meeting:**

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

Minutes submitted by: Lauren Hargrave, Recording Clerk on November 13, 2022

Minutes approved by \_\_\_\_\_ /s/ \_\_\_\_\_ on November 30, 2022

\_\_\_\_\_ /s/ \_\_\_\_\_ on November 30, 2022

\_\_\_\_\_ /s/ \_\_\_\_\_ on November 30, 2022