

## 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  
William Hargrave, Public  
Kearsten O'Brien, Public  
Lauri Murphy, Public  
Kellee Jo Easler, Public  
Katherine Phelps, Public  
Lorrie Carey, Public

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on February 8, 2023, at 5:34 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 minute of January 25, 2023. Seconded by Commissioner Nathan Young. Passed Unanimously.***

### **New Business:**

1. Public Hearing for Budget: Commissioner Bill Murphy read each individual budget line from the proposed PBWP budget for 2023 (copy of purposed budget sheet attached ) and gave a brief explanation of each item. Additionally, Commissioner Nathan Young and Cheryl Mitchell gave brief explanations when needed.

Public Questions & Comments:

Kellee Jo Easler questioned how long the Precinct has had a contract with Pennichuck and if any other contractors were looked at. Commissioner Nathan Young reported the Precinct is on their second contract with Pennichuck so the Precinct has been with them for approximately 5 years. Further, the Precinct was contacted prior with WSO. Pennichuck is the only one who has the infrastructure to run things properly. Having the billing, customer service, and the crews all within one company. There is no one else in the state which competes with them. During the last contract negotiation with Pennichuck the Precinct was able to negotiate a slightly lower price. However, Pennichuck politely expressed they were not willing to go down anymore in price and the Precinct was welcome to go elsewhere. Additionally, they did bite through the percentage of markup. Commissioner Bill Murphy reported that if there is a leak Pennichuck will go and fix the leak or they will hire someone to fix the leak. If someone else is hired through Pennichuck to do the work it is a significant 25 % markup to the Precinct for the work to be done. Pennichuck did concede that the Precinct can hire its own people to fix such problems and then the Precinct would not have to pay the markup. It was noted that the Precinct hiring their own contractor to do work sometimes works and sometimes it is impossible so the Precinct must use Pennichuck and their contractors. It was further noted that there are times Pennichuck is needed to participated even if the Precinct utilizes its own contractor. There are times when the situation calls for the Precinct to hire their own contractor but also need Pennichuck present for some of the work. In that situation Pennichuck would only be paid for the portion of work which it does and the Precinct would not have the 25% markup. Therefore, it is a savings for the Precinct. Commissioner Nathan Young additionally noted that Pennichuck was ordering the Precincts chemicals and tacking on the 25% markup. The Precinct will now be billed directly from the chemical company and avoid the 25% markup. Lorrie Carey expressed that when Bruce Crawford was a Commissioner, he was adamant about the Precinct getting chemicals directly. Commissioner Nathan Young explained that Pennichuck only ordered the Precincts chemicals for one month when it was caught, and now the Precinct works directly with the chemical company.

Lorrie Carey questioned who does the snowplowing for the Precinct She last remembers having a five year contract with Hopkinton Forestry. Commissioner Bill Murphy reported the contract does not seem to have a date as far as limitation and is a very vague contract which does not even specifying what it supposed to be plowed or mowed. Commissioner Nathan Young noted the Precinct is under the impression that it is a five-year contact. At the end of the five-years there are some things to address with Hopkinton Forestry and specifics need to be placed into a new contract as the Precinct is not thrilled with the service it has been receiving. Commissioner Bill Murphy noted that part of the issue is the current contract is so

vague it is hard to make a case that Hopkinton Forestry is not performing the work which it was contracted to do. Commissioner Bill Murphy also explained the work which Hopkinton Forestry is currently performing for the Precinct. Kellee Jo Easler expressed that John Fife Brush and Hog mows for the Town. He is located in Salisbury and is very reasonable.

Kellee Jo Easler reported that she has seen the Precinct has received a filtration grant, and she is aware that Merrimack County added its own filtration system. Further, she reported every time she contacts the Commissioners regarding the filtration issue, she has been told the lines have to be flushed or the lines were just flushed. Kellee would like to know if the Precinct is looking into more options for filtration as the iron in the water is awful. Commissioner Nathan Young explained Well #2 is a problem. The Well is not suitable to run without the other two Wells in tandem. During the summer months the Precinct has to run two Wells. This summer one Well stopped functioning so Well #2 was run with only a one other Well for a while and it put a lot of stuff in the system which was not wanted and caused long term problems. It was running well in tandem with the other two Wells. Commissioner Nathan Young also noted that his own water coloration and iron was high a few months ago. He investigated the issue with Pennichuck who had continued to run all three Wells in tandem and at lower flows this was an issue. Therefore, Pennichuck shut Well #2 off and now during the summer months running Well #2 in tandem with the other two Wells is okay, but when lower flows start happening Well #2 is not to be used. Further, Commissioner Nathan Young explained that the Precinct does not have filtration which the grant was for, instead it is ground water filtration so no additional treatments are possible. He further noted the filtration issue is also a reason the Precinct is pushing for a new Well site which is suitable. Additionally, Commissioner Young explained that the grant last year for \$50,000 was used to start looking for a new Well site and the Precinct was successful in locating a few areas close to the road which look like good areas. This year the Precinct has obtained a \$100,000 grant which can go towards the Well project. The next phase will be drilling test wells. It would be optimal if the fourth Well site is able to sustain the entire system alone and only using the current Wells as backup along with and decommissioning Well #2.

Kellee Jo Easler questioned if the Precinct is aware of any other grants which are available and the Precinct can apply for or is there things which have to be done from a municipal standpoint. Commissioner Nathan Young noted that currently the Precinct has the \$100,000 grant going towards Well #4. The state is coming out with a lead service grant which states the town has to identify any lead services which it currently has and mitigate those things. The Precinct applied and was accepted for that grant. The state will be accomplishing this task so it will not fall

on the Precinct to accomplish. The Precinct also has been accepted for a system leak detection grant which is something the Precinct does yearly. The leak detection grant is a renewable grant so the Precinct will keep up with that grant yearly. The last grant currently being worked on is through Homeland Security which is a generator grant which is about 50% completed and hopefully will be finished by the end of the week and sent in. Another grant which the Precinct is looking into is the Cyber Security Grant. The Precinct does not have any need for cyber security and does not know if the grant would be for general security. Commissioner Nathan Young is waiting to hear back from the State so he can address the Precincts questions with them. Kellee Jo Easler reported that Mollie Kaylor can probably help the Precinct with grants. The Commercial Street project will be done in the next few years and water will be needed for the area. Additionally, Kellee noted that there is a lot of money out there in grants. Commissioner Nathan Young noted that the Precincts emergency engineering firm, Wright-Pierce, who is also doing the Well project with the Precinct, is helping the Precinct through the grant processes. All grants will be looked into as soon as the Precinct qualifies for them. Lorrie Carey reported in order to lower the tax rates you have to increase the tax base. The Commercial Street property is a prime piece of property and will have a significant impact on lowering the tax rate. Any developer will want water and sewer on the property and it would be preferable if the developer would take on some of the costs. Another option for that project is a \$5 fee which is on the warrant to help with roads and sidewalks. Lorrie would like the Precinct and the Town to work together in obtaining grants for the Commercial Street property. The Commissioners agreed the Town and the Precinct need to work together. Kellee Jo Easler pointed out that the individual who owns the pit, which is 13 acres, and another piece of property on the river is interested in developing after he uses the property for a couple years. Kearsten O'Brien explained that part of the zoning process a developer has to go to the Precinct first and obtain a letter which guarantees the Precinct can provide water and if not the developer will need to find a water source for themselves. Commissioner Bill Murphy explained that a question which would need to be answered is how much water is going to be needed. There is an eight inch main running to the property and a second main running off Tremont Street which would feed the westerly end. Therefore, it is not that there is not water available along Commercial Street the question is where you need it and how much do you need. If the Town is asking the Precinct if water is available the answer will be yes. Kearsten O'Brien further noted that Central New Hampshire is happy to work with the Town and the Precinct together.

Kellee Jo Easler expressed her opinion about two Commissioners addressing the Town budget hearing. Commissioner Nathan Young acknowledge her opinion and

explained what took place at the Town budget hearing is not what is being addressed at tonight's meeting. Tonight's meeting is regarding the Water Precincts budget.

Kellee Jo Easler explained the Town had survey work done on the Precinct office property owned by the Town just in case the Public Works Department wants to expand. She questioned if the Commissioners have any thoughts about where they would like the Precinct to be located in the future or if there are other options. Kellee also noted she has previously asked the same question and never received any response. Commissioner Nathan Young explained the Precinct does need storage, testing equipment, etc. and the thought of moving was something which has never been discussed. Further, he expressed his thought is that the Precinct needs somewhere to be and the current location is serving the Precinct well. Kellee asked for a copy of the lease. Commissioner Bill Murphy will look for a copy of the lease and send it to her. Cheryl Mitchell noted part of the Precinct lease is that the Town receives free water so there will have to be a tradeoff if the Precinct leaves the current location. Lorrie Carey explained that relocating the Precinct would also affect the Town budget and suggested the Precinct move to the Torrent Building. The building is located downtown in the middle of where the majority of water is needed and is owned but not being used by the Town.

Lorrie Carey questioned what the budgeted money for the Board Meetings line item is used for and pointed out there is another budget line item for office and supplies. Commissioner Bill Murphy explained the former Commissioner, Bruce Crawford was big on Christmas parties and that is where the monies were used. Further, his opinion is it is not money well spent. Lorrie Carey noted that the Selectmen took the Christmas party out of the Town budget and asked the Commissioners to remove it from the Precinct budget. Commissioner Bill Murphy explained that since the Board Meeting line item does not stipulate it is for a Christmas party it will stay in the proposed budget. Lorrie Carey questioned if the Commissioners are not interested in helping out the rate payers by eliminating unnecessary expenses and requested the Commissioners take that line item out of the proposed budget, noting that it was not spent last year and it will most likely not be spent this year. Commissioner Nathan Young would like to keep it in the budget for another year in case there is a reason for it to be in the budget, and if it does not get spent it is not hurting anyone. Further, Lorrie Carey questioned the office supply line item stating there is no one in the Precinct office so where does the office supplies line fit in. The Commissioners explained the Precinct still utilizes the printer, electricity, pens, paper, folders, stamps, envelopes, etc. Commissioner Bill Murphy noted just because there is no one at the Precinct office there is still paperwork being generated at the Commissioners homes. Lorrie Carey asked

where Cheryl Mitchells consultant contract is in the proposed budget. Cheryl Mitchells consultant contract is reflected in the Administrative Services line item. Further, Lorrie Carey questioned if Cheryl Mitchell's contract is an annual contract, which it is. Additionally, Lorrie Carey questioned if the engineering is a contract also. Commissioner Nathan Young explained it is a contract for on call fees, etc. there is no holding fee for having the contract. It is a set rate per hour and there is a list which stipulates an hourly rate for each individual and the service needed. Also, Lorrie Carey questioned what the Dues are under the Dues and Publication budget line item. Cheryl Mitchell explained the line item is for the municipal association, water works, granite state, etc. Commissioner Nathan Young pointed out the Commissioners need some of the dues and publications and some are being canceled because the Precinct is no longer utilizing their services. Lorrie Carey also questioned the line item for legal. Commissioner Nathan Young expressed the line item has been decreased and is utilized when the Commissioners needs to reach out to the Precincts attorney to look at documents, any official papers, some of which have to do with receiving money back from closed properties, etc. Lorrie Carey asked if there is a separate line item for ARPA monies. Cheryl Mitchell noted it is listed as a separate line item entitled ARPA Grant Expenses. The grant was utilized for underground tests to see where water sources are located and was a bill from Wright-Pierce. Additionally, Lorrie Carey questioned what the life of the water meters are. Commissioner Bill Murphy explained some of the meters have been replaced and some need to be replaced. The meters are not repairable as they are self-contained. Therefore, the Commissioners are looking at replacing meters and perhaps replacing meters and radios and are planning to accomplish this with approximately seventy customers this year. This is due to the fact that the meters will not read and as the meters start to age they become less responsive. Lorrie Carey wanted to know if the Precinct was going to place a new type of meter. Commissioner Bill Murphy expressed a lot of problems have been solved with the current meters. The original meters had a lot of difficulties and changing from that brand or type of meter to another one gets into compatibility issues and things get very complicated. He also noted the Precinct is changing the billing so it will be more accurate and will reflect the actual water use. The way the billing is currently there is a lot of rounding happening and has become confusing to understand. Lorrie Carey asked if it is in the Precincts CIP and is there going to be a phasing period for replacing the meters. Commissioner Bill Murphy explained it is not part the CIP as it was brought up by Pennichuck late last year and the Commissioners agreed, so it will be phased in. Pennichuck is probably going to phase in ten meters at a time.

Kearsten O'Brien questioned where the Precinct's public notices are posted. Commissioner Bill Murphy noted it is posted at the Town office, the Precinct office, and on the Precinct website. Kearsten O'Brien expressed that the meeting time does makes it difficult for the public to attend and asked the Commissioners if they would consider changing their meeting times to accommodate the public better. There also has been questions posed to her asking why the Precinct does not use go-to-meeting or stream the meeting. Commissioner Nathan Young expressed the message has been heard and the Commissioners can make the public hearing meetings start at a later time to accommodate the public more. He also noted the Precincts annual meeting will be held at 6:00 p.m.

Lorrie Carey expressed the public is still confused about water and considers it to be part of the Town and not a separate entity. Therefore, the Town handles a lot of calls regarding water and Lorrie would like to know if there is a number the public can call other than Pennichuck as there are those who are apprehensive about calling them. Lorrie would like to know if there is anything the Commissioners can do to help identify the Precinct from the Town. Commissioner Nathan Young noted the Towns website has the Precincts contact information on it. Cheryl Mitchell suggested the Precinct information be taken off the Town website as it gives an allusion that the Precinct is part of the Town. The Commissioners are open to any ideas. Commissioner Bill Murphy reported the Precinct is changing their phone and internet provider to TDS and currently all calls are being forwarded directly to Pennichuck. He questions if there is a way so the customer can leave message for the Commissioners instead of being directly forwarded to Pennichuck. Lorrie Carey suggested an automated system which would give the customer options. Commissioner Nathan Young agreed an automated system could be the answer.

Kellee Jo Easler questioned if the Precinct no longer has a clerk as there is a line item of office clerk and another line item for clerk salary on the proposed budget. Commissioner Nathan Young explained the Precinct does have a clerk and the first clerk line item is base pay and the other line is for any additional hours need to be funded on top of the base pay. Kellee also questioned if everything with Dave Caron is taken care of. Commissioner Nathan Young reported it is going good and he called him today to inform him where his escrow account was and that his meter is ready when he needs it. Kellee reported that Dave Caron may be expanding on Norac Drive and Commissioner Bill Murphy noted he is fine with water on Norac Drive.

Lorrie Carey questioned how much the Commissioners will be making yearly if the proposed budget is accepted. Commission Nathan Young reported \$6,000 a year. With a fuel stipend of \$1,200 which is a reimbursement for spent fuel. Lorrie Carey noted that in the past the only person who utilize the fuel stipend was the Chair

because the Chair did all the driving around. Commissioner Nathan Young explained all the Commissioners do the “running around” and explained some of the things the current Commissioners have been doing above and beyond what past Commissioners were doing and this is why there is an increase on that line item. Commissioner Nathan Young reported over the last year the Commissioners have been doing the paperwork to enter into the net metering program, getting grants for Well #4, the generator grant, keeping up with the emergency plan, being on the SAM regulatory website and keeping it up to date, make sure they attend public hearings which involve the Precincts tanks, sites, and pipelines. Also getting the leak detection grant and the lead service grant. The current Commissioners spent a lot of time to figure out leaks without utilizing Pennichuck in order to save the rate payers money. Some time was taken on where valves are located as there is no history of their locations. Leak testing to make sure there is an actual leak before calling Pennichuck is being performed, revising the billing to match, and to figure out the unaccounted-for water in the system. The Commissioners worked on figuring out a new platform for Well #3, do minor repairs at the corrosion building, and check the buildings daily to make sure there are no leaks, ruptures, or frozen pipes. There was a lot of time spent this year in recovering money through payment plans for people who have fallen far behind, enlisting in a program for actual subsidies which will help people pay off their water debt if they are unable to. Lorrie Carey questioned if Pennichuck no longer does the payment plans. Commissioner Nathan Young explained Pennichuck can do it but it is not part of their contract and the Commissioners chose to do it to save the rate payers money. Commissioner Bill Murphy expressed it is different than just a payment plan as the Commissioners gathered the information from the Community Action Program. People have knowledge of heating assistance and electric assistance but water assistance has not been very well advertised as it is relatively new and requires you be on fuel assistance. Not only can people get water assistance they can get sewer assistance. The Commissioners put together a packet and did a mailing as an experiment to sixty customers which appear to be in need of the program the most. The packet went out a couple of weeks ago so time will tell if the mailing is going to pay off. However, in order to do it the Precinct had to sign up with Community Action to participate. Kellee Jo Easler asked if the Commissioners have talked to Sarah in Human Services at the Town as she is very proactive. Commissioner Bill Murphy reported he spoke with someone at the Town and believes there is something about the program on the Town website. Further, Commissioner Bill Murphy expressed the program should work out well because there is no limit on what amount of money the program will pay however it will be a one-time only payment. Commissioner Nathan Young further explained some more things the Commissioners do such as meeting with contractors. This past



year the Commissioners did a full inventory of the hydrants to keep the inventory up to date and met with vendors for direct repairs. Additionally, Commissioners are trying to take on as much as they are able to that will cut Pennichuck's involvement as much as possible in order to save the rate payers money. All these things take a lot of "running around". Lorrie Carey believes it looks like it is equivalent to what it was to have full time employees to run the whole operation. She noted the reason the previous Commissioners contracted with Pennichuck was to remove all employees and hand the operation over to one central company. She expressed that looking at the Pennichuck line item for \$132,000 and another \$21,600 line item for the Commissioners is equivalent to the Precinct having a full time water superintendent and a part time staff person. Commissioner Bill Murphy noted it would be impossible to get a water superintendent for that amount of money. Commissioner Nathan Young explained that in today's market you could not get people to run the Precinct, the equipment would need to come back to the Precinct and therefore the cost of running the Precinct with people would be astronomically higher than \$153,600. He further noted that the Commissioners have been able to increase the bank account significantly since going with Pennichuck. Commissioner Frank Dineen noted that she is speaking of only one person's salary at \$150,000. Lorrie Carey believes everything Commissioner Nathan Young reported the Commissioners do is what the previous Commissioners always did anyway and gave some examples. She voiced her concerns about the Commissioners compensation. Additionally, she expressed she would like to see CIP and Rate Sheet as she would like to know what the plan is for the future and what she needs to plan for as far as any increase in her personal budget. Commissioner Nathan Young reported there is only one item which changed on the Rate Sheet which is a 2% increase on the rate itself. It does not include changing the base rate of \$33 as a base rate increase would be detrimental for rate payers who are on a fixed incomes. The new rate has went from \$6.27 to \$6.40. Another question Lorrie Carey had regarding the rates and fee schedule was a comment where she pointed out that in the past instead of paying the Commissioners an additional salary that when the Commissioners went out to do specific work for specific jobs the cost was on the rate sheet as Commissioners cost and would be paid for by the customer who had the work performed by the Commissioners. Commissioner Nathan Young explained there is still billing occurring for work being done by the Commissioners for customers . Additionally, he noted on any given month the Commissioners put in approximately 45 hours of added work. The previous rate per hour was \$7.40 an hour and the proposed is placing it at \$11.11 an hour for work performed by a Commissioner. Additionally, he noted it is still not a job which anyone would take on for that amount of money. Lorrie Carey noted it is not supposed to be a job it is supposed to be a stipend

volunteer position. Further Commissioner Nathan Young expressed he believes it is a small amount for the effort which is put in by the Commissioners and he does not foresee a problem with it and that it is reasonable. People may or may not agree. Lauren Hargrave express that as a water user and a tax payer she has a lot of respect for the Commissioners and has seen a lot more work being done by the current Commissioners than previous Commissioners. Cheryl Mitchell expressed if the Commissioners were not willing to do all they are doing, then it would be passed on to Pennichuck and the water rate would have to go up even more. Also, if someone had to be hired for the Precinct and reduce the Commissioners pay you would be looking at approximately \$60,000 minimum plus insurance, retirement, tax liability, etc. she believes the Precinct is getting a bargain for what the Commissioners do for \$500 a month and gas. Lauren Hargrave additionally noted the Precinct use to be running in the negative and is now running in the positive. Lorrie Carey expressed she believes people who take on the responsibility as a public servant or as a volunteer is worth far more than just the time they put in. Commissioner Nathan Young additionally noted that it is a small line item and a minuscule part of the budget and the question then becomes what the issue is when it is not affecting the rate payers and it is a one-time increase which has not been done in a long time. Commissioner Nathan Young does not have an issue with the budget line especially since the overall budget goes up less than 1%. Additionally, he feels it is the right time for the Commissioner increase because it is able to be done while keeping the overall budget small.

Lorrie Carey then questioned what the plan is for a new Well being placed which will accommodate the Town. Commissioner Nathan Young explained the project was started last year and is where the \$100,000 grant is going this year. He noted if the Precinct keeps at the absolute pace in which it can be done it will be a five to seven year process. Commissioner Bill Murphy noted the new Well is not guided by how fast it can be achieved but instead is guided by DES. It is a step-by-step process and you cannot go two steps at a time. Commissioner Nathan Young additionally noted people who do this type of work for a living have put the timeframe between five and seven years if everything goes well and as planned. Lorrie Carey also questioned if it appears on the CIP as it was supposed to be accomplished by 2027. Commissioner Nathan Young noted the Well project was started in 2001 and by 2004 it was abandoned and it was restarted last year and the Commissioner pushing the project as fast as they can while keeping the rate payers in mind. The other thing is the outstanding loans will be paid off soon and as of right now there are no additional costs to the rate payer to get the Well information as the Commissioners have been able to do so through grants and will continue to do so whenever they are available. Next, Lorrie Carey reported the

Town is still getting a lot of calls regarding the hydrants on Water Street and the Fire Chief has brought the issue up more than once. Therefore, she would like to know what the plan is. Additionally, she questioned if the pumping capability at the pump station could be increased or is a tank going to be placed, etc. Commissioner Nathan Young explained that neither can be done. He explained that what was told to the Fire Chief, and still stands, is that cisterns are the way to have fire protection in that area. You cannot pump enough water up the hill due to the existing piping because the reversal of the piping in the system and there is nothing that can be done at the booster station to push water up. Additionally, after speaking to several engineers who have looked at it, a tank at the top of the hill, for a lack of better terms, would poison the people up there. A tank would cause a stagnant water issue and there wouldn't be enough water in the tank for fire suppression for safe drinking water. Cisterns can be filled by hydrants with a low flow seasonally, or through a main with a valve to fill the cistern. Therefore at this point cisterns are the only viable option for that area. Lorrie Carey also questioned if any developments were to take place up on Water Street would the developments have to have their own cistern. Commissioner Nathan Young reported they would not need their own system as the cisterns can be placed systematically on Water Street. Three or four cisterns along the street should be plenty however, Commissioner Bill Murphy noted that it all comes down to how much hose the Fire Department has and how much they want to run. Currently Loudon uses cisterns extensively and they work fine and Loudon has to fill the cisterns with a water truck. Lorrie Carey questioned if the cistern could be privately owned by a development rather than by the Precinct. Commissioner Bill Murphy noted that it could be done either way. However, if it is owned by the developer it would most likely still be under the direction of the Fire Chief as far as inspection and some kind of maintenance program. Commissioner Frank Dineen questioned what the Town policy is regarding home sprinklers and was told there is no Town policy requirement. Commissioner Frank Dineen further noted the cost of sprinkler systems have come down. Kearsten O'Brien reported a home sprinkler system will mean the homeowner will have to maintain the system and it will be very costly. The Town previously had a policy that anything out of the range of the Fire Department required a home sprinkler system. Also, Kearsten O'Brien reported that one homeowner reported they shut off their home sprinkler system because it was too expensive maintain it. Commissioner Frank Dineen explained he has worked doing sprinkler systems for over thirty-five years and that there is no maintenance involved as they run off the plumbing pipes.

Lorrie Carey questioned if there is any expansion for the water system planned. Commissioner Bill Murphy explained if she is talking about the water system expanding geographically, it can only expand to the limitation of the Precinct. The

Precinct cannot sell water outside of the Precinct. So, if the expansion happens within the Precinct, it may be possible. However, he explained that the Precinct taking on the cost to expand a water main down a road will probably not be possible simply because unless there was a large development and the developer wanted to actually take on the cost of doing the extension then the Precinct will not do so. The latest price he received from EJ Prescott on one length of a ten-inch ductal iron pipe was only good for that one day and it was \$61.00 a foot not counting installation or fittings. Additionally, Lorrie Carey questioned if the Precinct has a plan when the King Street corridor project get underway to replace any pipe while the state has the road torn up. Commissioner Bill Murphy believes the piping on King Street was placed in the 1950's, noting that most ductal iron piping is designed from eighty to one hundred years. If King Street is going to be totally reconstructed the Precinct would have to work with DOT and the state would have to put up money for new piping to be placed. Commissioner Bill Murphy can call Matt Lampron to see what he has to say about this issue. Lorrie Carey also mentioned that when the roundabout goes in perhaps there can be preplanning of the water structure so the Beautification Committee can water their flowers. Commissioner Bill Murphy noted that whatever is in the area of the split now will become road, although Lorrie Carey was mainly asking about water for the center area of the planned roundabout. Kearsten O'Brien asked how long it will be before the new Well is in place, how long will the Well last, how much will it cost, and is the Precinct going to put money aside for it on the CIP. Commissioner Nathan Young expressed he believes towards the end of this year the Commissioners will be able to answer those questions but for now because they are unable to because they do not know the water quality, water type, or the remaining process at this point. The type of water you are working with will determine what type of facility is needed which in turn will tell you the age on that particular facility. Additionally, Kearsten O'Brien asked where the new Well site will be. Commissioner Nathan Young explained the Precinct does not have a specific place for Well #4, but it does have several places which are being looked at along the River Road area and the fields near that area. The Precinct will want the Well site to be as close to a road and the mains as possible and there are several promising sites which will be tested. It is still early on in the project.

Kellee Jo Easler reported the EOP for the Town is coming up this year and they are going to do an update. Bruce Crawford use to attend those meetings as a representative for the Precinct and she is wondering if the current Commissioners will be able to attend. Commissioner Bill Murphy will consider attending. Kellee Jo Easler explained it is something the Town has to do in order to qualify for Federal Grants.

Lorrie Carey had a question regarding backflow. She stated that last Friday her water was discolored and she questioned if there was a leak somewhere. She did not see anything around her house, however, across the street Dunkin's pipes froze and she also questions if it would have affect her water. Commissioner Nathan Young explained there most likely was a rapid serge in the system and it most likely scoured the pipes. In closing Lorrie Carey wanted confirmation that the only rate change was to the water rate beyond the minimum. Lauri Murphy explained to Lorrie Carey she looked at the last free years of her water consumption and it appears to her after calculating an average the increase in price for her water will amount to approximately \$14 for the year and she does not feel it is a significant increase. Lorrie Carey also expressed she previously had what she thought might have been a meter glitch because her usage and bill was astronomical. Commissioner Bill Murphy asked her what the outcome was. She believes it was during August and she knows Pennichuck came out and tested the meter but she was not charged for the visit. Commissioner Bill Murphy noted that it could have been a simple math issue or perhaps the meter turned over and there was confusion on the part of the person reading the meter. Pennichuck credited her account by \$200 which brought her bill to \$400. She noted she has never had a \$400 prior to that billing or after. Commissioner Nathan Young explained normally they receive notification from Pennichuck when a bill is being protested and the Commissioners discuss it at their next meeting. The Commissioners do not remember them bringing her issue before them. Further, Lorrie Carey wanted confirmation that the backflows are tested twice a year and asked if there was any way her backflow preventer could be removed. Commissioner Bill Murphy explained the commercial aspect of her water usage requires a backflow preventer. If she no longer ran the commercial aspect she would still be required to have a backflow preventer but it would be a small single one which does not require testing. Commissioner Bill Murphy noted that ever since the new meters and new meter horns were installed everyone has a check valve on and is required by DES.

Commissioner Nathan Young asked if there were any more questions from the public and if it was okay to conclude the proposed budget hearing. Hearing no opposition, the hearing on the proposed budget ended at 7:07 p.m.

***Commissioner Bill Murphy made a motion to accept the proposed 2023 PBWP budget as presented. Seconded by Commissioner Nathan Young. Passed Unanimously.***

2. Net Metering \$ /Submitting Statements: Commissioner Nathan Young reported the PBWP received \$1,134.70. Further, when the electric bills from 2022 come back from the auditor, hopefully by this Friday, an excel spreadsheet will be compiled with the actual usage which was given to the hydro plant for their submission the to the state.
3. Generator Repair and Quote: Commissioner Nathan Young reported the generator was repaired today. Additionally, the quote for the replacement of the generator at the corrosion building, which was for \$72,140.00 with an optional \$5,000 add on for a containment system around the generator, was received today. Therefore, with the statement being received Commissioner Nathan Young can start the process of putting in for the grant which would cover 50%. Commissioner Bill Murphy questioned if the PBWP needs or should it have a containment system. Commissioner Nathan Young will look at the line item closer after tonight's meeting and forward the quote on to the other Commissioners later tonight.
4. Annual Report: Commissioner Nathan Young reported there are some edits which still need to be made to the cover page. Cheryl Mitchell gave a copy of the audit to Commissioner Nathan Young so he can put the 2021 audit in the report for transparency. Commissioner Bill Murphy questioned if the Precinct received a water quality report from Pennichuck. Cheryl Mitchell reported Sarah Diggins, from Pennichuck told her the report will not go out again until July, but it does not appear the Precinct received a report for this year. Cheryl Mitchell will contact Sarah Diggins and ask her for last year's report which will go into the annual report.
5. Well #2 Level & Building Low Temp Alarm: Commissioner Nathan Young reported the level for Well #2 is not reading, there is a problem with the ultrasonic. Additionally, the corrosion and booster stations were checked today and neither one has low building temp alarms. Further, Commissioner Nathan Young noted he talked to Chad and he mentioned that there was some punch list items which need to be programed in from Electrical Instruments Incorporated (EII). Chad will send an email with the concerns to Commissioner Nathan Young who will contact Chuck to fix the Well level #2 sensor, add in low building temp alarms in the booster and corrosion building, and finish out the punch list. **Commissioner Bill Murphy made a motion to accept the proposed fixes as mentioned. Seconded by Commissioner Frank Dineen. Passed Unanimously.**
6. Knowlton Road Leak: Commissioner Bill Murphy reported the leak was in front of Knowlton's old house and was coming out of an inch and a half copper line, on the opposite side of the street from the main and running parallel to the road. The further reported that he spoke to Pennichuck and they capped it. No one is aware

of where it leads. Perhaps a garage which is located there? Pennichuck reported there is an outside faucet there also and perhaps it is feeding the faucet.

7. 2 Bailey Drive: Commissioner Bill Murphy noted the property is in Bankruptcy, and there is not much of a water bill. Therefore, no action will be taken by PBWP.
8. Luis Adorno Strategic Plan Grant/Asset Management Grant \$100,000: Commissioner Nathan Young reported PBWP did not receive the Strategic Planning Grant which was received last year for \$50,000. However, the PBWP did receive the Asset Management Grant for \$100,000 which can be used towards the Well #4 development.
9. Kevin Bowen 9 Birch Street: Commissioner Nathan Young reported the Kevin Bowen, a plumber from Manchester is working on hooking up the 8 Birch Street properties main water line to the road. Discussion took place regarding what exactly the plumber was trying to accomplish. The property was previously foreclosed on by a bank and there was a large water bill. The Precinct had a lien on the property and the bank is believed to have paid off the lien. To the Precincts knowledge there is still a water hookup to the property. Commissioner Frank Dineen will reach out to Kevin Bowen and discuss with him what he is trying to accomplish and advise him that there is already water to the property. This matter will be discussed again at the next meeting once Commissioner Frank Dineen received more clarity from Kevin Bowen regarding his needs.
10. State Nursey: Commissioner Nathan Young reported he reached out to the State Nursey to see what they have for fuel storage on the premises. Commissioner Nathan Young left a message but has not yet heard back from them. Commissioner Bill Murphy noted this is important to know because coming down the side of barn and parking lot there is a brook which goes right down and beside the corrosion building and right beside Well #2 in the middle of the Well protection area.
11. Dave Caron: Commissioner Nathan Young reported he contacted Dave Caron and informed him that the meter is in and what the escrow balance is. Dave agreed to keep the escrow balance where it is until the project is completed. Commissioner Bill Murphy reported the cover which is currently there needs to be changed out with a cover which has a whole in it for the radio. Commissioner Nathan Young will reach out to Dave Caron and let him know.
12. TDS: Commissioner Bill Murphy noted TDS was supposed to start scheduling an appointment with PBWP for completion of TDS service. Commissioner Nathan Young reported he reached out to TDS today and has not yet heard anything. He will continue to try to reach TDS.

13. Add PWSC to Unutil Notification for Account: Commissioner Frank Dineen reported he contacted them and gave Pennichuck as the contact to notify. Additionally, Commissioner Frank Dineen noted only one contact was allowed.
14. Cover Page: Previously discussed. Commissioner Nathan Young will make corrections received and send out a third draft to everyone to look over and comment on. Cheryl Mitchell noted that the Annual report will also need a cover prior to sending it to the printer.
15. Cheryl Mitchell distributed printed monthly reports for review.

**Old Business:**

1. Leak Detection/Grant: Tabled
2. Leak Detection Started August 15<sup>th</sup> (60 days): Completed
3. Led Service Grant: Tabled
4. NH DES Cross Connection Permits Per ENV-DW 505.06 ABD 505.02a: Tabled
5. Block off of Field Adjacent to Well Field/Damage to Field Due to Trespassers: Tabled

**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 7:22 p.m. by Commissioner Nathan Young, Chair.***

**Next Meeting:**

The Next Regular Meeting Penacook/Boscawen Water Precinct, 9 Woodbury Lane, Boscawen, NH. on, Wednesday, February 22, 2023, at 5:30 p.m.

Minutes submitted by: Lauren Hargrave, Recording Clerk on February 10, 2023

Minutes approved by: \_\_\_\_\_ /s/ \_\_\_\_\_ on February 22,2023

\_\_\_\_\_ /s/ \_\_\_\_\_ on February 22,2023

\_\_\_\_\_ /s/ \_\_\_\_\_ on February 22,2023



## PENACOOK BOSCAWEN WATER PRECINCT

	BUDGET		Year to date		2022		Budget
	2022		Earned/spent		Remaining		2023
			12/31/2022				
<b>REVENUE</b>							
Metered water use	\$	785,172.00	\$	661,231.03	\$	123,940.97	\$ 790,000.00
Less: discounts, refunds, abatements	\$	(25,000.00)	\$	(10,569.16)	\$	(14,430.84)	\$ (25,000.00)
Metered water use Interest	\$	18,000.00	\$	15,910.35	\$	2,089.65	\$ 19,000.00
Connection/WIF fees- New Services	\$	40,000.00	\$	12,000.00	\$	28,000.00	\$ 30,000.00
State of NH Filtration grant	\$	25,505.00	\$	25,505.00	\$	-	\$ 25,626.00
ARPA Grant Money Received	\$	-	\$	41,414.22	\$	(41,414.22)	\$ -
FSB Interest	\$	1,350.00	\$	11,986.83	\$	(10,636.83)	\$ 14,000.00
NH PDIP Interest	\$	150.00	\$	6,737.24	\$	(6,587.24)	\$ 9,000.00
Briar Hydro Net Metering Revenue	\$	-	\$	444.56	\$	(444.56)	\$ 3,000.00
Miscellaneous & back flow testing	\$	26,000.00	\$	9,458.92	\$	16,541.08	\$ 12,500.00
Miscellaneous interest	\$	200.00	\$	98.81	\$	101.19	\$ 200.00
Penalty fees	\$	1,000.00	\$	-	\$	1,000.00	\$ 1,000.00
Sprinkler Charges	\$	9,000.00	\$	6,216.00	\$	2,784.00	\$ 9,000.00
Sprinkler Interest	\$	500.00	\$	-	\$	500.00	\$ 500.00
<b>GRAND TOTAL REVENUE</b>	<b>\$</b>	<b>881,877.00</b>	<b>\$</b>	<b>780,433.80</b>	<b>\$</b>	<b>101,443.20</b>	<b>\$ 888,826.00</b>
<b>EXPENSES</b>							
Pennichuck Water Contract	\$	120,000.00	\$	130,375.97	\$	(10,375.97)	\$ 132,000.00
Pennichuck Repairs & Maintenance	\$	50,000.00	\$	45,886.29	\$	4,113.71	\$ 53,308.00
Pennichuck Customer Service	\$	8,393.00	\$	2,921.11	\$	5,471.89	\$ 4,000.00
Pennichuck Outside Contractor	\$	60,000.00	\$	108,726.42	\$	(48,726.42)	\$ 100,000.00
Pennichuck Dig Safe charges	\$	10,000.00	\$	13,369.03	\$	(3,369.03)	\$ 12,000.00
<b>Total for Pennichuck</b>	<b>\$</b>	<b>248,393.00</b>	<b>\$</b>	<b>301,278.82</b>	<b>\$</b>	<b>(52,885.82)</b>	<b>\$ 301,308.00</b>
Snow Removal/mowing	\$	4,000.00	\$	15,250.00	\$	(11,250.00)	\$ 6,500.00
Office Clerk	\$	5,000.00	\$	1,830.00	\$	3,170.00	\$ 3,500.00
Commissioner's Salary	ju		\$	11,333.01	\$	(11,333.01)	\$ 18,000.00
Clerk Salary	\$	1,800.00	\$	1,800.00	\$	-	\$ 2,700.00
Treasurer & Assistant Treasurer	\$	2,915.00	\$	2,915.00	\$	-	\$ 3,200.00
Moderator	\$	150.00	\$	150.00	\$	-	\$ 150.00
Workers Comp	\$	500.00	\$	338.79	\$	161.21	\$ 500.00
Board Meetings	\$	500.00	\$	-	\$	500.00	\$ 500.00
<b>Subtotal for Outside services/salaries</b>	<b>\$</b>	<b>263,258.00</b>	<b>\$</b>	<b>334,895.62</b>	<b>\$</b>	<b>(71,637.62)</b>	<b>\$ 336,358.00</b>
Accounting & Audit	\$	6,500.00	\$	6,350.00	\$	150.00	\$ 7,250.00
Bank Service Charges	\$	300.00	\$	367.60	\$	(67.60)	\$ 400.00
Special Billing Postage	\$	1,200.00	\$	-	\$	1,200.00	\$ 600.00
Management Office Material	\$	1,350.00	\$	1,129.95	\$	220.05	\$ 1,250.00
Website/public outreach	\$	2,500.00	\$	2,255.00	\$	245.00	\$ 2,500.00
Insurance	\$	6,000.00	\$	6,705.99	\$	(705.99)	\$ 7,000.00
Legal Fees	\$	8,000.00	\$	5,131.00	\$	2,869.00	\$ 6,000.00
Office Supplies & Postage	\$	3,000.00	\$	951.26	\$	2,048.74	\$ 2,000.00
Computer Expenses	\$	500.00	\$	119.98	\$	380.02	\$ 500.00
Telephone	\$	2,000.00	\$	2,104.50	\$	(104.50)	\$ 2,200.00
Dues and Publications	\$	1,200.00	\$	1,087.00	\$	113.00	\$ 1,200.00
Consulting fees	\$	4,000.00	\$	-	\$	4,000.00	\$ 2,000.00
Engineering	\$	10,000.00	\$	1,000.00	\$	9,000.00	\$ 9,000.00
Administrative Services	\$	19,500.00	\$	10,890.00	\$	8,610.00	\$ 18,500.00

<b>Subtotal for Management Activity</b>	\$	<b>66,050.00</b>	\$	<b>38,092.28</b>	\$	<b>27,957.72</b>	\$	<b>60,400.00</b>
Backflow Testing	\$	6,000.00	\$	6,681.00	\$	(681.00)	\$	7,000.00
Hydrants & repairs	\$	15,000.00	\$	3,839.62	\$	11,160.38	\$	12,000.00
Main Repairs/materials	\$	15,000.00	\$	14,897.00	\$	103.00	\$	14,958.00
Meter Repairs/Materials	\$	15,000.00	\$	4,494.00	\$	10,506.00	\$	12,000.00
Pumping Station Electricity	\$	45,000.00	\$	45,157.95	\$	(157.95)	\$	48,000.00
Propane - Pumping Station	\$	7,000.00	\$	1,131.67	\$	5,868.33	\$	4,000.00
Pumping Station Generator	\$	9,000.00	\$	3,126.91	\$	5,873.09	\$	9,000.00
Water Treatment Supplies	\$	45,537.00	\$	26,951.91	\$	18,585.09	\$	42,000.00
Telemetry Lines, Booster, Tank	\$	4,000.00	\$	2,641.16	\$	1,358.84	\$	2,000.00
Repairs to service line -materials	\$	6,000.00	\$		\$	6,000.00	\$	6,000.00
Pumping Station Materials	\$	12,000.00	\$	868.63	\$	11,131.37	\$	9,000.00
Well Maintenance	\$	30,000.00	\$	34,027.00	\$	(4,027.00)	\$	30,000.00
Water Storage Electricity	\$	3,000.00	\$	1,556.50	\$	1,443.50	\$	2,000.00
Water Storage Expense	\$	20,000.00	\$		\$	20,000.00	\$	20,000.00
Special Projects	\$	117,000.00	\$	11,216.00	\$	105,784.00	\$	90,000.00
ARPA Grant Expenses	\$		\$	41,414.22	\$	(41,414.22)	\$	
<b>Subtotal for Water System</b>	\$	<b>349,537.00</b>	\$	<b>198,003.57</b>	\$	<b>151,533.43</b>	\$	<b>307,958.00</b>
Fuel Stipend	\$	3,600.00	\$	3,400.00	\$	200.00	\$	3,600.00
Equipment Repair	\$	150.00	\$	349.32	\$	(199.32)	\$	350.00
Equipment, Tools & Truck Tools	\$	1.00	\$		\$	1.00	\$	800.00
<b>Subtotal for Equipment</b>	\$	<b>3,751.00</b>	\$	<b>3,749.32</b>	\$	<b>1.68</b>	\$	<b>4,750.00</b>
Woodbury Lane Heat - Propane	\$	3,700.00	\$	5,470.42	\$	(1,770.42)	\$	6,500.00
Repair Precinct Building	\$	500.00	\$	75.15	\$	424.85	\$	500.00
Precinct Building Electricity	\$	1,200.00	\$	945.74	\$	254.26	\$	1,300.00
<b>Subtotal for Precinct Building</b>	\$	<b>5,400.00</b>	\$	<b>6,491.31</b>	\$	<b>(1,091.31)</b>	\$	<b>8,300.00</b>
<b>SUBTOTAL FOR EXPENSES</b>	\$	<b>687,996.00</b>	\$	<b>581,232.10</b>	\$	<b>106,763.90</b>	\$	<b>717,766.00</b>
Interest on line of Credit	\$	250.00	\$		\$	250.00	\$	250.00
Debt Service- interest	\$	181,631.00	\$	23,358.22	\$	13,457.96	\$	20,521.00
Debt Service-Principal	\$		\$	144,814.82	\$		\$	150,289.00
<b>Subtotal Capital Outlay</b>	\$	<b>181,881.00</b>	\$	<b>168,173.04</b>	\$	<b>13,707.96</b>	\$	<b>171,060.00</b>
<b>GRAND TOTAL EXPENSES</b>	\$	<b>869,877.00</b>	\$	<b>749,405.14</b>	\$	<b>120,471.86</b>	\$	<b>888,826.00</b>