

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
Cheryl Mitchell, Administrative Consultant
Chris Berg, Wright Pierce
Kaitlin Curtis, NH DES
Mark York, Public
Jim York, Public

The regular meeting of the Penacook/Boscawen Water Precinct was called to order at 9 Woodbury Lane, Boscawen, N.H. on August 9, 2023, at 5:28 p.m. by Commissioner Nathan Young, Chair.

Financial Update:

None

Approval of minutes from last meeting:

Commissioner Bill Murphy made a motion to approve the Regular Meeting minutes of July 26, 2023. Seconded by Commissioner Frank Dineen. Passed Unanimously.

New Business:

1. Wright Pierce/DES Asset Management Grant: Chris Berg from Wright-Pierce introduced himself and explained that the meeting tonight is associated with the Asset Management Grant and passed out a handout relative to the scope of services to the Commissioners for review (See Attached). Chris Berg verbally explained each item on the handout. Questions were asked and answered relative to various handout items which were discussed by Chris Berg. Kaitlin Curtis from NH DES asked questions of the Commissioners relative to the Precinct's future management and planning. Commissioner Nathan Young addressed all questions relative to the Precinct's future. April 1, 2025, will be the end date for the full project. Chris Berg believes the project should be completed by January 1, 2024. A final presentation can be presented at the Annual Meeting in March 2024.

Chris Berg of Wright Pierce and Kaitlin Curtis of NH DES departed the meeting at 5:57p.m.

2. 120 Elm Street: Mike York reported him and Jim York own property at 120 Elm Street Boscawen, frontage is in Concord with buildable area in Boscawen. It has been approved for a duplex building and they wish to discuss having water for the property. They are currently going for a variance to try to do three duplexes on the property and want to talk to the Commissioners about their thoughts relative to water prior to the Zoning Board for a variance meeting on August 22nd. Commissioner Bill Murphy expressed that what they will need is a letter from the Commissioners which states the Precinct can provide water for three duplexes. A tap will need to be put in which is sufficient for the amount of water needed by an approved line tapping contractor. They have also spoken to Dan Gelinis, who is an approved contractor. Commissioner Bill Murphy asked how far off the road the buildings will be, which will be about 300 feet with a shared driveway with 118 Elm Street. Commissioner Nathan Young stated that when the time comes the engineering of the system will have to be looked at and approved. Jim York asked how many meters will be needed. Commissioner Bill Murphy noted it depended on who would be paying for the water. They can have individual meters per structure or individual meters per unit. Commissioner Bill Murphy will send the letter indicating the Precinct can supply water to the Yorks via email which was provided to the Commissioners.

Mark York and Jim York departed the meeting at 6:05p.m.

3. New Vendor Code Account Information: Commissioner Nathan Young reported the new vendor code has been verified.
4. 9 Goodhue Road: Commissioner Bill Murphy presented a letter to the customer with the agreement to start paying the charges and pay down the customers half of the overdue bill of \$200 for the other Commissioners to review and accept. **Commissioner Bill Murphy made a motion to sign and send the agreement letter to the customer. Seconded by Commissioner Nathan Young. Passed Unanimously.** The Commissioners signed the agreement letter and Commissioner Bill Murphy will mail it to the customer.
5. Lead Service Grant Update: Commissioner Bill Murphy reported Underwood arrived the other day and scanned in all the tie sheets and Commissioner Bill Murphy also gave them an inventory of known and unknowns which he also presented to the Commissioners for review. A brief discussion took place regarding the unknowns. When the Chandler Street project is done a lot of the unknowns will become known.

6. Jarado Way: The Commissioners called Kelley and left message but have not heard back as of yet. The Commissioners reviewed the quote from Wright-Pierce to write up the engineered setup. A brief discussion took place regarding the work which needs to be performed. Commissioner Nathan Young will contact Kelley again with the quote price on the design cost of \$5,000. **Commissioner Bill Murphy made a motion to have Commissioner Nathan Young sign the agreed upon quote in order for the work to begin. Seconded by Commissioner Frank Dineen. Passed Unanimously.**
7. Fairbanks Tank Telemetry Antenna: Commissioner Bill Murphy reported nothing has been done about the Fairbanks Tank Telemetry Antenna leaning over. It does not appear to be getting worse; however, it is difficult to tell. A quick solution is to place a brace with 4x4's and try to upright the antenna if possible. The Commissioners will go do the temporary repair, so it does not worsen. Currently there are no telemetry issues. Additionally, the rain has washed the road leading to the tank and it needs to be graded. **Commissioner Nathan Young made a motion to have Commissioner Bill Murphy speak with Gelinias and have the road graded. Seconded by Commissioner Frank Dineen. Passed Unanimously.**
8. Tank Overflow Caps Update: Commissioner Bill Murphy showed a photograph of the overflow cap work which he has satisfactorily completed. A brief discussion took place regarding the large Fairbanks Tank one which needs to be bolted. The others are all made and ready to install which the Commissioners will do this Saturday at 9:00 a.m.
9. Emergency Management Performance Grant: Commissioner Nathan Young reported Emergency Management responded and is unsure if the Precinct is eligible. The Commissioners sent RSA 52 and they responded in April and said they would check but never got back to the Commissioners after April. Further, a DES Attorney put the Precinct in touch with Katherine Heck, a government financial advisor for the NH Municipal Association. Katherine Heck sent a link showing the Precinct was eligible which Commissioner Nathan Young forwarded to Emergency Management. Emergency Management again requested information which Commissioner Nathan Young will resend again. Commissioner Bill Murphy will send information to Commissioner Nathan Young who will compose correspondence which will include the fact that the Precinct is not part of the Town of Boscawen.

Old Business:

1. Leak Detection/Grant: Tabled
2. Leak Detection Started August 15th (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 Frank Dineen. Passed unanimously. The meeting was adjourned at 6:32p.m. by Commissioner Nathan Young, Chair.

Next Meeting:

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

Minutes submitted by: Lauren Hargrave, Recording Clerk on August 17, 2023

Minutes approved by: _____ /s/ _____ on August 30, 2023

_____ /s/ _____ on August 30, 2023

_____ /s/ _____ on August 30, 2023